CITY OF PRINCETON
COMMON COUNCIL MEETING
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, SEPTEMBER 9, 2014
7:00 PM

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. APPROVAL OF AGENDA
4. APPEARANCES FROM THE PUBLIC

5. MAYOR'S REPORT

6. ADMINISTRATORS REPORT
   A. Budget Comparison
   B. City Administrators Report – Current and upcoming activities

7. CONSENT CALENDAR
   A. **Minutes for Approval:**
      i. August 5, 2014 – Regular Council meeting
   B. **Operators Licenses:**
      Rhiannon Erin Rick and Amy M. Stalsberg
   C. **Appointment of Community Development Authority Members**

8. OFFICERS REPORT
   A. Public Works Department Report – recent and upcoming activities
   B. Building Inspector – written report
   C. Zoning Administrator – recent and upcoming activities
   D. Library Directors report – recent and upcoming activities
   E. Police Chief Report – recent and upcoming activities

9. COMMUNICATIONS

10. NEW BUSINESS
    A. **Community Development Block Grant Policies**
       1. Citizen Participation Plan and Supporting Resolution #2014-10
       2. Relocation Policy
       3. Local Procurement Policy
       4. Fair Housing Policy
       5. Excessive Force Policy
       6. Non-Violent Demonstration Policy (not included)

       Recommendation: Review Policies as noted, adoption of Resolution #2014-10 and Policies as they relate to the CDBG Program
    B. **Sale of Land to Gagne Ford, Inc Resolution 2014-11**
       Recommendation: Adoption of 2014 resolution as attached
    C. **Budget Meeting Dates**
       Establish Budget Session meeting dates

11. UNFINISHED BUSINESS
    A. **Sewer Rate Increase**
       Recommendation: Continued discussion on Sewer Rate increase, scheduling of public hearing if appropriate

12. ADJOURN

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. **The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.**

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Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-00-41110-000-000	REAL ESTATE PROPERTY TAXES	13,388.75	578,465.64	557,182.00	21,283.64	103.82
	REAL ESTATE PROPERTY TAXES	13,388.75	578,465.64	557,182.00	21,283.64	103.82
100-00-41111-000-000	PERSONAL PROPERTY TAXES	28,599.33	0.00	0.00	0.00	0.00
	PERSONAL PROPERTY TAXES	28,599.33	0.00	0.00	0.00	0.00
100-00-41140-000-000	MOBILE HOME FEES	169.56	174.72	2,500.00	-2,325.28	6.99
	MOBILE HOME FEES	169.56	174.72	2,500.00	-2,325.28	6.99
100-00-41150-000-000	FOREST CROP/MANAGED FOREST TAX	0.00	0.00	0.00	0.00	0.00
	FOREST CROP/MANAGED FOREST TAX	0.00	0.00	0.00	0.00	0.00
100-00-41160-000-000	WOODLAND TAXES	5.50	0.00	0.00	0.00	0.00
	WOODLAND TAXES	5.50	0.00	0.00	0.00	0.00
100-00-41310-601-000	PILOT UTILITY WATER	0.00	0.00	91,851.00	-91,851.00	0.00
100-00-41310-602-000	PILOT UTILITY ELECTRIC	0.00	0.00	31,652.00	-31,652.00	0.00
100-00-41310-603-000	PILOT UTILITY WASTEWATER	0.00	0.00	75,160.00	-75,160.00	0.00
	PILOT UTILITY	0.00	0.00	198,663.00	-198,663.00	0.00
100-00-41320-101-000	PILOT DNR LANDS	0.00	0.00	0.00	0.00	0.00
	TAXES FROM OTHER TAX EMEPT	0.00	0.00	0.00	0.00	0.00
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41900-000-000	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
TAXES		42,163.14	578,640.36	758,345.00	-179,704.64	76.30
100-00-42400-000-000	SPECIAL ASSESSMENTS SIDEWALKS	-132.03	2,736.07	6,000.00	-3,263.93	45.60
	STREET RELATED FACILITIES	-132.03	2,736.07	6,000.00	-3,263.93	45.60
SPECIAL ASSESSMENTS		-132.03	2,736.07	6,000.00	-3,263.93	45.60
100-00-43200-820-000	FEDERAL GRANTS CAPITAL IMPROVE	0.00	0.00	0.00	0.00	0.00
	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
100-00-43400-000-000	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	STATE SHARED REVENUE	90,584.76	66,016.45	440,109.00	-374,092.55	15.00
	STATE SHARED REVENUE	90,584.76	66,016.45	440,109.00	-374,092.55	15.00

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-00-43420-000-000	STATE FIRE INSURANCE DUES 2%	2,165.03	2,228.23	2,165.00	63.23	102.92
	STATE FIRE INSURANCE DUES 2%	2,165.03	2,228.23	2,165.00	63.23	102.92
100-00-43430-000-000	EXEMPT COMPUTER AID	1,758.00	2,346.00	3,500.00	-1,154.00	67.03
	OTHER STATE SHARED TAXES	1,758.00	2,346.00	3,500.00	-1,154.00	67.03
100-00-43531-000-000	GENERAL TRANSPORTATION AIDS	55,635.72	50,667.51	67,383.00	-16,715.49	75.19
	GENERAL TRANSPORTATION AIDS	55,635.72	50,667.51	67,383.00	-16,715.49	75.19
100-00-43545-000-000	STATE RECYCLING GRANT	4,337.14	4,332.46	4,337.00	-4.54	99.90
	STATE RECYCLING GRANT	4,337.14	4,332.46	4,337.00	-4.54	99.90
100-00-43549-000-000	LANDFILL CLOSURE GRANT	0.00	0.00	0.00	0.00	0.00
	OTHER SANITATION	0.00	0.00	0.00	0.00	0.00
100-00-43691-000-000	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
	INTERGOVERNMENTAL REVENUE	154,480.65	125,590.65	517,494.00	-391,903.35	24.27
100-00-44110-000-001	LIQUOR LICENSES	5,910.00	6,797.19	6,000.00	797.19	113.29
100-00-44110-000-002	OPERATOR LICENSES	1,455.00	1,435.00	1,700.00	-265.00	84.41
100-00-44110-320-001	LIQUOR LICENSE PUBLICATION FEE	189.91	345.55	190.00	155.55	181.87
	LIQUOR & MALT BEVERAGE	7,554.91	8,577.74	7,890.00	687.74	108.72
100-00-44120-000-001	CIGARETTE LICENSE	240.00	225.00	240.00	-15.00	93.75
100-00-44120-000-002	CABLE TV LICENSE	7,089.08	7,052.44	7,100.00	-47.56	99.33
100-00-44120-000-003	AMUSEMENT DEVICES	0.00	0.00	0.00	0.00	0.00
	OTHER BUSINESS LICENSES	7,329.08	7,277.44	7,340.00	-62.56	99.15
100-00-44200-000-000	DOG LICENSES	1,106.72	1,049.30	1,100.00	-50.70	95.39
	NONBUSINESS LICENSES	1,106.72	1,049.30	1,100.00	-50.70	95.39
100-00-44300-000-000	BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
	BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
100-00-44400-000-000	ZONING PERMITS	0.00	600.00	0.00	600.00	0.00
	ZONING PERMITS	0.00	600.00	0.00	600.00	0.00
100-00-44900-000-001	OTHER REGULATORY LICENSES	25.00	0.00	0.00	0.00	0.00
100-00-44900-000-002	OTHER REGULATORY PERMITS	0.00	15.00	0.00	15.00	0.00
	OTHER REG LICENSES & PERMITS	25.00	15.00	0.00	15.00	0.00
	LICENSES & PERMITS	16,015.71	17,519.48	16,330.00	1,189.48	107.28

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-00-45110-000-000	COURT PENALTIES & COSTS	6,615.08	6,422.25	10,800.00	-4,377.75	59.47
	COURT PENALTIES & COSTS	6,615.08	6,422.25	10,800.00	-4,377.75	59.47
100-00-45130-000-000	PARKING VIOLATIONS	420.00	95.00	500.00	-405.00	19.00
	PARKING VIOLATIONS	420.00	95.00	500.00	-405.00	19.00
100-00-45190-000-000	OTHER LAW & ORD VIOLATIONS	25.00	0.00	0.00	0.00	0.00
	OTHER LAW & ORD VIOLATIONS	25.00	0.00	0.00	0.00	0.00
100-00-45210-000-000	CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
	CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
	FINES, FORFEITS, & PENALTIES	7,060.08	6,517.25	11,300.00	-4,782.75	57.67
100-00-46100-000-000	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
100-00-46110-000-000	CLERKS FEES	633.75	572.25	675.00	-102.75	84.78
	CLERKS FEES	633.75	572.25	675.00	-102.75	84.78
100-00-46210-000-000	LAW ENFORCEMENT FEES	196.75	304.00	300.00	4.00	101.33
	LAW ENFORCEMENT FEES	196.75	304.00	300.00	4.00	101.33
100-00-46720-000-000	FLEA MARKET REVENUE	12,375.00	13,657.50	15,500.00	-1,842.50	88.11
	CHARGE SERVICES PARKS	12,375.00	13,657.50	15,500.00	-1,842.50	88.11
	PUBLIC CHARGES FOR SERVICES	13,205.50	14,533.75	16,475.00	-1,941.25	88.22
100-00-47310-000-000	CHARGE SERVICES GEN GOV	50.00	1,492.15	0.00	1,492.15	0.00
	SURROUNDING MUNI FUNDING	50.00	1,492.15	0.00	1,492.15	0.00
100-00-47320-000-000	CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
	CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
	INTERGOVERN CHARGE FOR SERVICE	50.00	1,492.15	0.00	1,492.15	0.00
100-00-48000-000-000	MISCELLANEOUS REVENUES	532.59	13,324.54	1,000.00	12,324.54	1,332.45
	MISC REVENUE	532.59	13,324.54	1,000.00	12,324.54	1,332.45
100-00-48110-000-000	INTEREST INCOME	376.82	736.33	500.00	236.33	147.27
	MISC REVENUE INTEREST INCOME	376.82	736.33	500.00	236.33	147.27
100-00-48200-000-000	FIRE DEPT BUILDING RENT	0.00	7,154.00	6,880.00	274.00	103.98

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
	MISC REVENUE FD BUILDING RENT	0.00	7,154.00	6,880.00	274.00	103.98
100-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
100-00-48440-000-000	INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
	INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48550-000-000	CAPITOL IMPROVEMENT REV	0.00	0.00	0.00	0.00	0.00
	FUND RAISING	0.00	0.00	0.00	0.00	0.00
100-00-48910-000-000	LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
	LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
100-00-48920-000-000	AUXILLARY POLICE REIMBURSEMENT	1,717.75	1,663.00	3,250.00	-1,587.00	51.17
	AUXILLARY POLICE REIMBURSEMENT	1,717.75	1,663.00	3,250.00	-1,587.00	51.17
100-00-48930-000-000	OTHER REIMBURSEMENTS, MISC	36,139.90	75.50	250.00	-174.50	30.20
	OTHER REIMBURSEMENTS, MISC	36,139.90	75.50	250.00	-174.50	30.20
100-00-48990-000-000	GRANTS	1,500.00	0.00	0.00	0.00	0.00
	GRANTS	1,500.00	0.00	0.00	0.00	0.00
	MISC REVENUE	40,267.06	22,953.37	11,880.00	11,073.37	193.21
100-00-49100-000-000	PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
	PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
100-18-49120-000-000	2010 CAPITAL PROJECTS NOTE	0.00	0.00	0.00	0.00	0.00
	Undefined Group	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-001	TRANSFER FROM LGIP GENERAL	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-008	TRANSFER FROM LGIP WATER	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-009	TRANSFER FROM LGIP HIGHWAY	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
100-00-49220-000-000	TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-49260-000-000	TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-00-49280-000-000	TRANSFER FROM TRUST FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM TRUST FUND	0.00	0.00	0.00	0.00	0.00
100-00-49400-000-000	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
100-00-49500-000-000	PROCEEDS OF REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00
100-00-49500-000-001	TRANSFER OF CD'S	0.00	0.00	0.00	0.00	0.00
	PROCEEDS OF REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
	Total Revenues	273,110.11	769,983.08	1,337,824.00	-567,840.92	57.55

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-00-51000-210-000	UNCLASS PROFESSIONAL SERVICES	12,415.11	1,337.00	10,000.00	8,663.00	13.37
100-00-51000-371-000	UNCLASS HOLIDAY DECORATIONS	0.00	0.00	0.00	0.00	0.00
100-00-51000-390-000	UNCLASS MISCELLANEOUS	2,500.39	653.70	2,000.00	1,346.30	32.69
100-00-51000-720-000	UNCLASS DONATION TRI CASA	0.00	0.00	0.00	0.00	0.00
UNLASS MISC		14,915.50	1,990.70	12,000.00	10,009.30	16.59
100-01-51100-110-000	COUNCIL SALARY	3,950.00	4,150.00	7,200.00	3,050.00	57.64
100-03-51100-110-000	MAYOR SALARY	1,376.69	1,436.73	2,280.00	843.27	63.01
100-01-51100-140-000	COUNCIL MEETING PAY	3,200.00	4,040.00	4,000.00	-40.00	101.00
100-01-51100-150-000	COUNCIL SOCIAL SECURITY	546.05	623.53	857.00	233.47	72.76
100-03-51100-150-000	MAYOR SOCIAL SECURITY	105.28	109.89	174.00	64.11	63.16
LEGISLATIVE		9,178.02	10,360.15	14,511.00	4,150.85	71.40
100-08-51300-210-000	ATTORNEY FEES	16,530.00	16,400.00	25,200.00	8,800.00	65.08
LEGAL		16,530.00	16,400.00	25,200.00	8,800.00	65.08
100-07-51400-220-000	CITY HALL UTILITIES	841.41	987.82	1,200.00	212.18	82.32
100-07-51400-290-000	CITY HALL TELEPHONE	1,405.68	1,169.16	2,200.00	1,030.84	53.14
100-07-51400-310-000	CITY HALL OFFICE SUPPLIES	339.75	548.16	2,000.00	1,451.84	27.41
100-07-51400-311-000	CITY HALL POSTAGE	372.92	468.01	750.00	281.99	62.40
100-07-51400-322-000	CITY DUES - LEAUGE WI MUNICIP	0.00	0.00	465.00	465.00	0.00
100-07-51400-350-001	CITY HALL EQUIP REPAIR / MAINT	466.28	578.97	1,000.00	421.03	57.90
100-07-51400-350-002	CITY HALL COPY MACH REPR/MAINT	0.00	0.00	500.00	500.00	0.00
100-07-51400-351-000	CITY HALL BUILD REPAIR/MAINT	771.10	14.08	1,000.00	985.92	1.41
100-07-51400-530-000	BANK SAFE DEPOSIT BOX RENT	0.00	0.00	100.00	100.00	0.00
GENERAL ADMINISTRATION		4,197.14	3,766.20	9,215.00	5,448.80	40.87
100-07-51410-110-000	ADMIN SALARY	19,076.42	17,599.16	40,514.00	22,914.84	43.44
100-07-51410-130-000	ADMIN RETIREMENT	1,029.12	2,073.85	1,681.00	-392.85	123.37
100-07-51410-131-000	ADMIN HEALTH INSURANCE	2,166.49	6,386.89	6,395.00	8.11	99.87
100-07-51410-131-001	ADMIN LIFE INS REIMB	250.00	250.00	500.00	250.00	50.00
100-07-51410-133-000	ADMIN DISABILITY	0.00	0.00	160.00	160.00	0.00
100-07-51410-140-000	ADMIN MEETINGS	351.50	0.00	1,000.00	1,000.00	0.00
100-07-51410-150-000	ADMIN SOCIAL SECURITY	1,438.93	1,861.80	2,028.00	166.20	91.80
100-07-51410-190-000	ADMIN TRAINING	768.09	641.83	1,500.00	858.17	42.79
100-07-51410-322-000	ADMIN PROFESSIONAL DUES	212.25	175.00	650.00	475.00	26.92
100-07-51410-330-000	ADMIN MILEAGE	597.70	501.70	700.00	198.30	71.67
100-07-51410-390-000	ADMIN MISC EXPENSES	1,634.02	2,076.30	5,000.00	2,923.70	41.53
100-07-51410-520-000	ADMIN BOND	721.88	375.00	1,350.00	975.00	27.78
CITY ADMINISTRATOR		28,246.40	31,941.53	61,478.00	29,536.47	51.96
100-04-51420-320-000	NEWSPAPER PUBLICATIONS	5,429.25	5,982.01	10,500.00	4,517.99	56.97
CLERK		5,429.25	5,982.01	10,500.00	4,517.99	56.97
100-05-51440-120-000	ELECTION WAGES	800.00	1,000.00	2,800.00	1,800.00	35.71
100-05-51440-340-000	ELECTION SUPPLIES	460.75	1,298.85	2,000.00	701.15	64.94
100-05-51440-390-000	ELECTION DAY FOOD & DRINK	139.21	136.57	450.00	313.43	30.35

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
LEGISLATIVE		1,399.96	2,435.42	5,250.00	2,814.58	46.39
100-09-51510-210-000	CPA AUDIT FEES	9,353.50	14,110.85	21,950.00	7,839.15	64.29
ACCOUNTING		9,353.50	14,110.85	21,950.00	7,839.15	64.29
100-06-51530-210-000	ASSESSOR FEES	5,100.00	4,400.00	5,000.00	600.00	88.00
ASSESSMENT OF PROPERTY		5,100.00	4,400.00	5,000.00	600.00	88.00
100-10-51540-510-000	INSURE PROP & VEHICLES	17,976.00	20,325.57	18,396.00	-1,929.57	110.49
100-10-51540-511-000	INSURE WORKMANS COMP	9,513.00	4,822.00	9,261.00	4,439.00	52.07
100-00-51540-590-000	UNCLASS PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
RISK & PROPERTY MANAGEMENT		27,489.00	25,147.57	27,657.00	2,509.43	90.93
100-00-51920-352-000	Gain/Loss On Sale of Fixed Ast	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
UNLASS MISC		121,838.77	116,534.43	192,761.00	76,226.57	60.46
100-11-52100-120-000	POLICE WAGES	124,869.50	115,356.40	188,229.00	72,872.60	61.29
100-11-52100-121-000	POLICE OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
100-11-52100-122-000	POLICE AUXILLARY WAGES	2,745.65	1,927.00	3,500.00	1,573.00	55.06
100-11-52100-130-000	POLICE RETIREMENT	12,420.80	10,875.29	17,962.00	7,086.71	60.55
100-11-52100-131-000	POLICE HEALTH INSURANCE	27,956.38	24,185.11	38,384.00	14,198.89	63.01
100-11-52100-131-001	LIFE INS REIMB	0.00	0.00	250.00	250.00	0.00
100-11-52100-132-000	POLICE UNIFORMS PART TIME	200.00	200.00	1,000.00	800.00	20.00
100-11-52100-132-002	POLICE UNIFORMS MATT	327.84	135.00	400.00	265.00	33.75
100-11-52100-132-005	POLICE NEW OFFICER UNIFORM	0.00	222.94	400.00	177.06	55.74
100-11-52100-132-006	POLICE UNIFORMS MRSTIK	398.53	115.10	400.00	284.90	28.78
100-11-52100-133-000	POLICE DISABILITY	0.00	0.00	0.00	0.00	0.00
100-11-52100-140-000	POLICE MEETINGS	0.00	0.00	0.00	0.00	0.00
100-11-52100-150-000	POLICE SOCIAL SECURITY	9,467.46	8,720.01	14,400.00	5,679.99	60.56
100-11-52100-151-000	POLICE UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
100-11-52100-190-000	POLICE TRAINING	-243.00	-243.00	750.00	993.00	-32.40
100-11-52100-191-000	POLICE CONFERENCES	235.00	295.00	350.00	55.00	84.29
100-11-52100-196-000	POLICE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
100-11-52100-210-000	POLICE ATTORNEY FEES	0.00	2,248.00	1,000.00	-1,248.00	224.80
100-11-52100-220-000	POLICE UTILITIES	640.05	895.12	1,000.00	104.88	89.51
100-11-52100-290-000	POLICE TELEPHONE	1,400.67	1,565.13	2,300.00	734.87	68.05
100-11-52100-292-000	POLICE ON-LINE EXPENSE	0.00	0.00	0.00	0.00	0.00
100-11-52100-310-000	POLICE OFFICE SUPPLIES	41.99	408.67	400.00	-8.67	102.17
100-11-52100-311-000	POLICE POSTAGE	152.05	108.70	400.00	291.30	27.18
100-11-52100-312-000	POLICE FORMS	594.50	544.50	1,250.00	705.50	43.56
100-11-52100-313-000	POLICE OFFICE EQUIPMENT	0.00	0.00	100.00	100.00	0.00
100-11-52100-330-000	POLICE MILEAGE	0.00	0.00	0.00	0.00	0.00
100-11-52100-340-000	POLICE OPERATING SUPPLIES	3,716.90	2,191.43	4,450.00	2,258.57	49.25
100-11-52100-341-000	POLICE AMMUNITION	0.00	679.42	700.00	20.58	97.06
100-11-52100-350-000	POLICE EQUIP REPAIR / MAINT	150.00	508.10	500.00	-8.10	101.62
100-11-52100-351-000	POLICE BUILD REPAIR / MAINT	0.00	196.10	700.00	503.90	28.01
100-11-52100-352-000	POLICE VEHICLE REPAIR / MAINT	2,860.21	1,269.48	3,000.00	1,730.52	42.32

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-11-52100-370-000	POLICE FUEL	6,817.44	7,978.45	11,040.00	3,061.55	72.27
100-11-52100-390-000	POLICE CRIME PREVENTION	0.00	0.00	250.00	250.00	0.00
100-11-52100-520-000	POLICE CHIEF BOND	0.00	0.00	375.00	375.00	0.00
100-11-52100-812-000	POLICE SQUAD REPLACEMENT	0.00	33,885.95	33,309.00	-576.95	101.73
	LAW ENFORCEMENT	194,751.97	214,267.90	326,799.00	112,531.10	65.57
100-12-52200-110-000	MARSHAL SALARY	1,036.67	0.00	2,000.00	2,000.00	0.00
100-12-52200-220-000	FIRE UTILITIES	1,556.39	1,662.76	2,500.00	837.24	66.51
100-12-52200-290-000	FIRE TELEPHONE	383.10	563.11	900.00	336.89	62.57
100-12-52200-340-000	FIRE OPERATING EXPENSE	8,914.00	9,645.97	8,000.00	-1,645.97	120.57
100-12-52200-351-000	FIRE BUILDING MAINTENANCE	4,017.82	0.00	4,000.00	4,000.00	0.00
100-12-52200-390-000	FIRE MISCELLANEOUS EXPENSE	123.76	0.00	500.00	500.00	0.00
100-12-52200-530-000	FIRE HYDRANT RENT	0.00	0.00	186,168.00	186,168.00	0.00
100-12-52200-812-000	FIRE VEHICLE REPLACEMENT	1,599.51	4,445.79	6,000.00	1,554.21	74.10
	FIRE PROTECTION	17,631.25	16,317.63	210,068.00	193,750.37	7.77
100-14-52500-110-000	EMER GOVT DIRECTOR SALARY	700.00	700.00	1,200.00	500.00	58.33
100-14-52500-140-000	EMER GOVT STORM SPOTTER PAY	0.00	0.00	400.00	400.00	0.00
100-14-52500-150-000	EMER GOVT SOCIAL SECURITY	100.74	104.94	122.00	17.06	86.02
100-14-52500-290-000	EMER GOVT TELEPHONE	540.93	549.03	900.00	350.97	61.00
100-14-52500-340-000	EMER GOVT OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00
100-14-52500-341-000	EMER GOVT EQUIPMENT	160.00	1,500.00	1,500.00	0.00	100.00
100-14-52500-390-000	EMER GOVT MISCELLANEOUS	0.00	146.32	600.00	453.68	24.39
100-14-52500-810-000	EG EQUIPMENT	0.00	0.00	0.00	0.00	0.00
	DISASTER CONTROL	1,501.67	3,000.29	4,822.00	1,821.71	62.22
	PUBLIC SAFETY	213,884.89	233,585.82	541,689.00	308,103.18	43.12
100-24-53000-110-000	SUPERVISOR SALARY	5,308.75	5,988.81	9,225.00	3,236.19	64.92
100-16-53000-120-000	PUBLIC WORKS WAGES	0.00	0.00	500.00	500.00	0.00
100-16-53000-130-000	PUBLIC WORKS RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-24-53000-130-000	SUPERVISOR RETIREMENT	353.03	419.20	646.00	226.80	64.89
100-16-53000-131-000	PUBLIC WORKS HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-24-53000-131-000	SUPERVISOR HEALTH INSURANCE	581.97	2,045.68	4,259.00	2,213.32	48.03
100-24-53000-132-000	SUPERVISOR UNIFORMS	0.00	0.00	0.00	0.00	0.00
100-16-53000-150-000	PUBLIC WORKS SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
100-24-53000-150-000	SUPERVISOR SOCIAL SECURITY	401.08	436.84	706.00	269.16	61.88
100-16-53000-210-000	PUBLIC WORKS CONTRACTED LABOR	0.00	301.83	2,000.00	1,698.17	15.09
100-16-53000-340-000	PUBLIC WORKS OPERATING SUPPLY	0.00	0.00	250.00	250.00	0.00
100-24-53000-390-000	SUPERVISOR MISCELLANEOUS	2,995.00	0.00	3,000.00	3,000.00	0.00
100-16-53000-820-000	PUBLIC WORKS CAPITAL IMPROVE	19,623.00	0.00	0.00	0.00	0.00
	PUBLIC WORKS	29,262.83	9,192.36	20,586.00	11,393.64	44.65
100-18-53100-210-000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
	STREET ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
100-18-53311-120-000	STREET MAINT WAGES	50,958.35	53,865.86	69,486.00	15,620.14	77.52
100-18-53311-130-000	STREET MAINT RETIREMENT	3,388.84	3,770.63	4,864.00	1,093.37	77.52
100-18-53311-131-000	STREET MAINT HEALTH INSURANCE	8,692.51	9,054.55	10,227.00	1,172.45	88.54

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
100-18-53311-132-000	STREET MAINT UNIFORMS	860.55	1,110.00	930.00	-180.00	119.35
100-18-53311-133-000	STREET MAINT DISABILITY	0.00	0.00	300.00	300.00	0.00
100-18-53311-150-000	STREET MAINT SOCIAL SECURITY	3,807.66	4,026.46	5,316.00	1,289.54	75.74
100-18-53311-151-000	STREET MAINTENANCE	1,272.02	0.00	0.00	0.00	0.00
100-18-53311-190-000	STREET MAINT TRAINING	521.96	1,282.56	2,000.00	717.44	64.13
100-18-53311-210-000	STREET MAINT CONTRACT LABOR	8,750.00	250.00	2,000.00	1,750.00	12.50
100-18-53311-220-000	STREET MAINT UTILITIES	437.77	324.79	1,000.00	675.21	32.48
100-18-53311-290-000	STREET MAINT TELEPHONE	374.40	465.14	720.00	254.86	64.60
100-18-53311-310-000	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-18-53311-340-000	STREET MAINT SUPPLIES	17,325.22	15,099.89	25,000.00	9,900.11	60.40
100-18-53311-341-000	STREET MAINT EQUIPMENT	247.95	276.69	1,500.00	1,223.31	18.45
100-18-53311-343-000	STREET MAINT SIGNS	0.00	0.00	1,000.00	1,000.00	0.00
100-18-53311-350-000	STREET MAINT SEALCOAT/BLACKTOP	0.00	280.00	7,000.00	6,720.00	4.00
100-18-53311-352-000	STREET MAINT VEHICLE MAINT	4,232.93	5,205.75	4,000.00	-1,205.75	130.14
100-18-53311-353-000	STREET MAINT GRAVEL & BLACKTOP	0.00	0.00	1,500.00	1,500.00	0.00
100-18-53311-370-000	STREET MAINT FUEL	4,705.30	4,751.43	7,000.00	2,248.57	67.88
100-19-53311-370-000	SNOW REMOVAL FUEL	3,406.17	2,659.47	7,000.00	4,340.53	37.99
100-18-53311-810-000	STREET MAINT STREET SWEEPER	0.00	128.50	1,000.00	871.50	12.85
100-18-53311-812-000	STREET MAINT VEHICHLE REPLACE	-1,885.00	0.00	40,000.00	40,000.00	0.00
	STREET MAINTENANCE	107,096.63	102,551.72	191,843.00	89,291.28	53.46
100-16-53420-220-000	STREET LIGHTING EXPENSE	25,602.16	23,322.75	38,325.00	15,002.25	60.86
	STREET LIGHTING	25,602.16	23,322.75	38,325.00	15,002.25	60.86
100-21-53432-350-000	SIDEWALKS SUPPLIES (CONCRETE)	0.00	6,781.93	7,000.00	218.07	96.88
100-21-53432-390-000	SIDEWALKS MISCELLANEOUS	0.00	-180.00	500.00	680.00	-36.00
	SIDEWALK W/OUT STREET CONSTR	0.00	6,601.93	7,500.00	898.07	88.03
100-22-53620-290-000	REFUSE & GARBAGE COLLECTION	47,385.75	41,200.31	73,125.00	31,924.69	56.34
100-22-53620-340-000	REFUSE & GARBAGE OPER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-22-53620-370-000	REFUSE & GARBAGE FUEL SURCHARG	3,606.34	3,106.26	5,760.00	2,653.74	53.93
	REFUSE & GARBAGE COLLECTION	50,992.09	44,306.57	78,885.00	34,578.43	56.17
100-22-53635-290-001	RECYCLING EXPENDITURES	12,127.80	10,571.85	18,675.00	8,103.15	56.61
100-22-53635-290-002	RECYCLING ADVERTISING	0.00	0.00	0.00	0.00	0.00
	RECYCLING EXPENDITURES	12,127.80	10,571.85	18,675.00	8,103.15	56.61
	PUBLIC WORKS	225,081.51	196,547.18	355,814.00	159,266.82	55.24
100-25-55200-220-000	PARKS UTILITIES	1,985.03	2,042.05	2,500.00	457.95	81.68
100-25-55200-340-000	PARKS OPERATING SUPPLIES	1,166.22	2,241.58	3,500.00	1,258.42	64.05
100-25-55200-341-001	PARKS OPERATING EQUIPMENT	-218.95	0.00	1,000.00	1,000.00	0.00
100-25-55200-341-002	PARKS PLAYGROUND EQUIPMENT	1,000.00	0.00	1,212.00	1,212.00	0.00
100-25-55200-360-000	PARKS REPAIRS & MAINTENANCE	2,082.27	2,582.25	4,700.00	2,117.75	54.94
100-25-55200-830-000	PARKS FUTURE PROJECTS	0.00	5,000.00	5,000.00	0.00	100.00
	PARKS	6,014.57	11,865.88	17,912.00	6,046.12	66.25
100-25-55300-340-000	PARKS CELEBRATIONS	1,000.00	1,000.00	1,000.00	0.00	100.00

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
	RECREATION PROGRAMS & EVENTS	1,000.00	1,000.00	1,000.00	0.00	100.00
	CULTURE, RECREATION, & DEVELOP	7,014.57	12,865.88	18,912.00	6,046.12	68.03
100-20-56110-210-000	FORESTRY CONTRACTED LABOR	0.00	180.00	6,000.00	5,820.00	3.00
100-20-56110-240-000	FORESTRY STUMP & TREE REMOVAL	0.00	0.00	1,500.00	1,500.00	0.00
100-20-56110-340-000	FORESTRY TREES & BUSHES	-428.50	1,250.00	1,500.00	250.00	83.33
100-20-56110-390-000	FORESTRY GRASS CUTTING	0.00	0.00	0.00	0.00	0.00
	FORESTRY	-428.50	1,430.00	9,000.00	7,570.00	15.89
100-17-56400-110-000	ZONING ADMINISTRATOR SALARY	875.00	125.00	5,000.00	4,875.00	2.50
100-17-56400-150-000	ZONING SOCIAL SECURITY	0.00	0.00	383.00	383.00	0.00
100-17-56400-340-000	ZONING OPERATING SUPPLIES	106.29	0.00	250.00	250.00	0.00
	ZONING	981.29	125.00	5,633.00	5,508.00	2.22
100-00-56600-730-000	CITY SHARE OF FACADE PROJECT	15,677.67	0.00	23,500.00	23,500.00	0.00
	URBAN DEVELPMENT	15,677.67	0.00	23,500.00	23,500.00	0.00
	CONSERVATION & DEVELOPMENT	16,230.46	1,555.00	38,133.00	36,578.00	4.08
100-11-57000-810-000	POLICE RADIOS	0.00	0.00	0.00	0.00	0.00
100-07-57000-820-000	CITY HALL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-11-57000-820-000	POLICE BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
	TIF DISABILITY	0.00	0.00	0.00	0.00	0.00
100-18-57330-000-000	HIGHWAY & STREET CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
	HIGHWAY & STREET CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
100-27-57340-830-000	STORM SEWER FUTURE CONSTRUCT	0.00	0.00	0.00	0.00	0.00
	CAP OUTLAY ROAD FACILITIES	0.00	0.00	0.00	0.00	0.00
	TIF DISABILITY	0.00	0.00	0.00	0.00	0.00
100-00-58100-000-000	GO DEBT PRINCIPAL	76,083.38	31,569.13	48,320.00	16,750.87	65.33
	DEBT SERVICE PRINCIPAL	76,083.38	31,569.13	48,320.00	16,750.87	65.33
100-00-58200-000-000	GO DEBT INTEREST	13,892.85	7,653.35	14,994.00	7,340.65	51.04
100-00-58200-000-100	LOC INTEREST	0.00	0.00	0.00	0.00	0.00
	LINE OF CREDIT INTEREST	13,892.85	7,653.35	14,994.00	7,340.65	51.04
	DEBT SERVICE	89,976.23	39,222.48	63,314.00	24,091.52	61.95
100-00-59200-402-000	TRANSFER TO TIF FUND	0.00	0.00	27,650.00	27,650.00	0.00
100-00-59200-601-000	TRANSFER TO WATER	0.00	0.00	0.00	0.00	0.00
100-00-59200-603-000	TRANSFER TO WASTEWATER	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
TRANSFER TO TIF FUND		0.00	0.00	27,650.00	27,650.00	0.00
100-00-59220-200-000	TRANSFER TO LIBRARY	0.00	0.00	68,561.00	68,561.00	0.00
TRANSFER TO SPECIAL REV FUND		0.00	0.00	68,561.00	68,561.00	0.00
100-00-59260-604-000	TRANSFER TO AMBULANCE	0.00	0.00	11,000.00	11,000.00	0.00
TRANSFER TO ENTERPRISE FUND		0.00	0.00	11,000.00	11,000.00	0.00
100-00-59280-903-000	TRANSFER TO TRUST FUND	0.00	0.00	50,000.00	50,000.00	0.00
TRANSFER TO TRUST FUND		0.00	0.00	50,000.00	50,000.00	0.00
OTHER FINANCING USES		0.00	0.00	157,211.00	157,211.00	0.00
Total Expenses		674,026.43	600,310.79	1,367,834.00	767,523.21	43.89
Net Totals		-400,916.32	169,672.29	-30,010.00	-199,682.29	-565.39

Fund: 200 - LIBRARY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
200-23-43720-000-000	LIBRARY AID	39,722.00	39,575.00	64,307.00	-24,732.00	61.54
LIBRARY AID		39,722.00	39,575.00	64,307.00	-24,732.00	61.54
INTERGOVERNMENTAL REVENUE		39,722.00	39,575.00	64,307.00	-24,732.00	61.54
200-23-46710-000-000	FINES & MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
FINES & MISCELLANEOUS REVENUE		0.00	0.00	0.00	0.00	0.00
PUBLIC CHARGES FOR SERVICES		0.00	0.00	0.00	0.00	0.00
200-23-47310-000-000	SURROUNDING MUNI FUNDING	0.00	0.00	0.00	0.00	0.00
SURROUNDING MUNI FUNDING		0.00	0.00	0.00	0.00	0.00
INTERGOVERN CHARGE FOR SERVICE		0.00	0.00	0.00	0.00	0.00
200-23-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
MISC REVENUE INTEREST		0.00	0.00	0.00	0.00	0.00
200-23-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
DONATIONS		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		0.00	0.00	0.00	0.00	0.00
200-23-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	68,561.00	-68,561.00	0.00
TRANSFER FROM GENERAL FUND		0.00	0.00	68,561.00	-68,561.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	68,561.00	-68,561.00	0.00
Total Revenues		39,722.00	39,575.00	132,868.00	-93,293.00	29.79

Fund: 200 - LIBRARY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
200-23-55110-110-000	LIBRARY DIRECTOR SALARY	27,851.75	23,745.08	36,050.00	12,304.92	65.87
200-23-55110-120-000	LIBRARY WAGES	12,676.83	12,531.45	20,162.00	7,630.55	62.15
200-23-55110-130-000	LIBRARY RETIREMENT	1,852.12	1,662.12	2,523.00	860.88	65.88
200-23-55110-131-000	LIBRARY HEALTH INSURANCE	2,440.68	14,196.16	21,294.00	7,097.84	66.67
200-23-55110-150-000	LIBRARY SOCIAL SECURITY	3,066.47	2,627.06	4,326.00	1,698.94	60.73
200-23-55110-190-000	LIBRARY TRAINING	0.00	0.00	500.00	500.00	0.00
200-23-55110-210-000	LIBRARY CLEANING	914.73	1,130.80	1,938.00	807.20	58.35
200-23-55110-220-000	LIBRARY UTILITIES	2,978.83	3,514.21	4,725.00	1,210.79	74.37
200-23-55110-290-000	LIBRARY TELEPHONE	761.69	849.49	1,200.00	350.51	70.79
200-23-55110-292-000	LIBRARY ON-LINE EXPENSE	0.00	571.50	2,200.00	1,628.50	25.98
200-23-55110-310-000	LIBRARY OFFICE SUPPLIES	1,641.84	298.79	2,000.00	1,701.21	14.94
200-23-55110-322-000	LIBRARY WALS MEMBERSHIP	8,330.00	8,631.00	8,500.00	-131.00	101.54
200-23-55110-323-000	LIBRARY MISCELLANEOUS DUES	1,140.25	1,743.86	1,100.00	-643.86	158.53
200-23-55110-330-000	LIBRARY MILEAGE	0.00	0.00	250.00	250.00	0.00
200-23-55110-331-000	LIBRARY TRAVEL FOOD	0.00	0.00	50.00	50.00	0.00
200-23-55110-332-000	LIBRARY TRAVEL LODGING	0.00	0.00	500.00	500.00	0.00
200-23-55110-340-000	LIBRARY BOOKS	9,422.33	8,574.05	18,850.00	10,275.95	45.49
200-23-55110-341-000	LIBRARY PROGRAMS	196.70	2,188.16	2,000.00	-188.16	109.41
200-23-55110-351-000	LIBRARY REPAIR & MAINTENANCE	1,060.82	44.87	1,800.00	1,755.13	2.49
200-23-55110-390-000	LIBRARY MISCELLANEOUS EXPENSE	1,575.13	122.00	1,500.00	1,378.00	8.13
200-23-55110-820-000	LIBRARY CAPITAL IMPROVEMENTS	0.00	0.00	1,400.00	1,400.00	0.00
	LIBRARY PROGRAMS	75,910.17	82,430.60	132,868.00	50,437.40	62.04
	CULTURE, RECREATION, & DEVELOP	75,910.17	82,430.60	132,868.00	50,437.40	62.04
	Total Expenses	75,910.17	82,430.60	132,868.00	50,437.40	62.04
	Net Totals	-36,188.17	-42,855.60	0.00	42,855.60	0.00

Fund: 201 - SENIOR TRANSPORTATION

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
201-00-43530-000-000	COUNTY TRANSPORTATION AID	0.00	0.00	13,625.00	-13,625.00	0.00
TRANSPORTATION		0.00	0.00	13,625.00	-13,625.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	13,625.00	-13,625.00	0.00
201-00-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
MISC REVENUE INTEREST		0.00	0.00	0.00	0.00	0.00
201-00-48500-000-000	SR TRANSPORTATION DONATIONS	0.00	0.00	0.00	0.00	0.00
DONATIONS		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		0.00	0.00	0.00	0.00	0.00
Total Revenues		0.00	0.00	13,625.00	-13,625.00	0.00

Fund: 201 - SENIOR TRANSPORTATION

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
201-00-51000-000-000	UNCLASS MISC	0.00	0.00	0.00	0.00	0.00
UNLASS MISC		0.00	0.00	0.00	0.00	0.00
UNLASS MISC		0.00	0.00	0.00	0.00	0.00
201-00-54500-120-000	SOCIAL SERVICES	0.00	0.00	13,629.00	13,629.00	0.00
SOCIAL SERVICES		0.00	0.00	13,629.00	13,629.00	0.00
HEALTH & HUMAN SERVICES		0.00	0.00	13,629.00	13,629.00	0.00
Total Expenses		0.00	0.00	13,629.00	13,629.00	0.00
Net Totals		0.00	0.00	-4.00	-4.00	0.00

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
402-00-41120-000-000	TAX INCREMENTS	0.00	0.00	23,649.00	-23,649.00	0.00
	TAX INCREMENTS	0.00	0.00	23,649.00	-23,649.00	0.00
TAXES		0.00	0.00	23,649.00	-23,649.00	0.00
402-00-48110-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
402-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
402-00-48600-000-000	WI OJA GRANT	0.00	0.00	0.00	0.00	0.00
	WI OJA GRANT	0.00	0.00	0.00	0.00	0.00
402-00-48930-000-000	OTHER REIMBURSEMENTS, MISC	58,997.59	0.00	0.00	0.00	0.00
	OTHER REIMBURSEMENTS, MISC	58,997.59	0.00	0.00	0.00	0.00
MISC REVENUE		58,997.59	0.00	0.00	0.00	0.00
402-00-49140-000-000	DEBT FUNDS	0.00	0.00	0.00	0.00	0.00
	Undefined Group	0.00	0.00	0.00	0.00	0.00
402-00-49200-000-000	TRANSFER FROM GF	0.00	0.00	27,650.00	-27,650.00	0.00
	TRANSFER FROM GF	0.00	0.00	27,650.00	-27,650.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	27,650.00	-27,650.00	0.00
	Total Revenues	58,997.59	0.00	51,299.00	-51,299.00	0.00

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
402-00-56700-000-000	PROPERTY TAXES DUE	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
CONSERVATION & DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
402-00-57000-000-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
402-00-57000-110-000	ADMIN SALARIES	1,769.98	9,529.07	3,075.00	-6,454.07	309.89
402-00-57000-130-000	TIF RETIREMENT	117.74	139.79	0.00	-139.79	0.00
402-00-57000-131-000	TIF HEALTH INSURANCE	194.03	681.90	0.00	-681.90	0.00
402-00-57000-133-000	TIF DISABILITY	0.00	0.00	0.00	0.00	0.00
402-00-57000-150-000	SOCIAL SECURITY	133.74	145.62	0.00	-145.62	0.00
402-00-57000-210-000	PROFESSIONAL SERVICES	6,025.25	2,308.83	4,000.00	1,691.17	57.72
402-00-57000-211-000	LEGAL FEE'S	150.00	150.00	0.00	-150.00	0.00
402-00-57000-230-000	INFRASTRUCTURE SERVICE	0.00	0.00	0.00	0.00	0.00
402-00-57000-610-000	PRINCIPAL PAYMENT	25,000.00	25,000.00	25,000.00	0.00	100.00
402-00-57000-620-000	INTEREST PAYMENT	9,846.25	9,690.00	19,224.00	9,534.00	50.41
TIF DISABILITY		43,236.99	47,645.21	51,299.00	3,653.79	92.88
TIF DISABILITY		43,236.99	47,645.21	51,299.00	3,653.79	92.88
Total Expenses		43,236.99	47,645.21	51,299.00	3,653.79	92.88
Net Totals		15,760.60	-47,645.21	0.00	47,645.21	0.00

Fund: 601 - WATER UTILITY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
601-00-43230-400-001	WATER GRANT	0.00	0.00	0.00	0.00	0.00
	WATER GRANT	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
601-00-46450-000-000	WATER REVENUE	215,676.23	221,089.91	333,151.00	-112,061.09	66.36
601-00-46450-000-001	WATER RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-002	WATER COMMERCIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-003	WATER INDUSTRIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-004	WATER PUBLIC FIRE PROTECTION	2,395.20	2,333.27	186,168.00	-183,834.73	1.25
601-00-46450-000-006	WATER PUBLIC	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-007	WATER FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-009	WATER MISCELLANEOUS	4,450.73	1,927.95	1,500.00	427.95	128.53
	WATER REVENUE	222,522.16	225,351.13	520,819.00	-295,467.87	43.27
PUBLIC CHARGES FOR SERVICES		222,522.16	225,351.13	520,819.00	-295,467.87	43.27
601-00-47000-000-000	WATER INTERGOV CHARGE SERVICE	224.01	91.25	0.00	91.25	0.00
	INTERGOVERN CHARGE FOR SERVICE	224.01	91.25	0.00	91.25	0.00
INTERGOVERN CHARGE FOR SERVICE		224.01	91.25	0.00	91.25	0.00
601-00-48100-000-000	INTEREST INCOME	0.00	0.00	250.00	-250.00	0.00
	MISC REVENUE INTEREST	0.00	0.00	250.00	-250.00	0.00
MISC REVENUE		0.00	0.00	250.00	-250.00	0.00
601-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
	Total Revenues	222,746.17	225,442.38	521,069.00	-295,626.62	43.27

Fund: 601 - WATER UTILITY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
601-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
UNLASS MISC		0.00	0.00	0.00	0.00	0.00
601-02-53700-110-000	WATER SUPERVISOR SALARY	21,831.23	15,889.91	24,639.00	8,749.09	64.49
601-01-53700-120-000	WATER WAGES	18,446.68	19,795.72	34,743.00	14,947.28	56.98
601-01-53700-121-000	WATER OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
601-01-53700-122-000	WATER WEEKEND ON-CALL PAY	150.00	150.00	0.00	-150.00	0.00
601-01-53700-130-000	WATER RETIREMENT	2,700.74	2,519.31	4,157.00	1,637.69	60.60
601-02-53700-130-000	WATER RETIREMENT	0.00	0.00	0.00	0.00	0.00
601-01-53700-131-000	WATER HEALTH INSURANCE	9,785.80	12,295.38	16,622.00	4,326.62	73.97
601-01-53700-132-000	WATER UNIFORMS	0.00	217.95	155.00	-62.95	140.61
601-02-53700-132-000	WATER UNIFORMS	125.00	0.00	200.00	200.00	0.00
601-01-53700-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
601-01-53700-150-000	WATER SOCIAL SECURITY	3,007.61	2,624.92	4,662.00	2,037.08	56.30
601-01-53700-151-000	WATER UNEMPLOYMENT PAYMENT	635.99	0.00	0.00	0.00	0.00
601-02-53700-190-000	WATER TRAINING	846.37	854.61	2,000.00	1,145.39	42.73
601-01-53700-210-000	WATER ORGANIZATIONAL SUPPORT	675.00	675.00	2,000.00	1,325.00	33.75
601-02-53700-210-000	WATER CONTRACTED LABOR	8,502.01	15,806.15	15,000.00	-806.15	105.37
601-01-53700-220-000	WATER UTILITIES	16,240.41	17,629.52	22,000.00	4,370.48	80.13
601-01-53700-221-000	WATER POWER FOR PUMPING	0.00	0.00	0.00	0.00	0.00
601-01-53700-290-000	WATER SHARE TELEPHONE	120.00	160.00	200.00	40.00	80.00
601-02-53700-290-000	WATER REGULATORY COMMISSION	0.00	0.00	3,000.00	3,000.00	0.00
601-02-53700-291-000	WATER SHARE INTERNET	87.92	69.58	135.00	65.42	51.54
601-01-53700-292-000	WATER SHARE OF RADIOS	0.00	0.00	0.00	0.00	0.00
601-02-53700-310-000	WATER OFFICE SUPPLIES	897.60	615.67	1,500.00	884.33	41.04
601-01-53700-311-000	WATER POSTAGE	868.00	869.80	1,350.00	480.20	64.43
601-02-53700-330-000	WATER MILEAGE	0.00	0.00	0.00	0.00	0.00
601-01-53700-340-000	WATER OPERATING SUPPLIES	7,667.38	7,422.74	22,500.00	15,077.26	32.99
601-02-53700-340-000	WATER SUPPLIES & EXPENSE	0.00	0.00	0.00	0.00	0.00
601-01-53700-351-001	WATER MAINT PUMPING PLANT	0.00	0.00	0.00	0.00	0.00
601-01-53700-352-000	VEHICLE REPAIR/REPLACE	0.00	0.00	600.00	600.00	0.00
601-01-53700-360-001	WATER MAINT MAINS	0.00	0.00	4,000.00	4,000.00	0.00
601-01-53700-360-002	WATER MAINT SERVICES	0.00	0.00	1,000.00	1,000.00	0.00
601-01-53700-360-003	WATER MAINT METERS	0.00	0.00	0.00	0.00	0.00
601-01-53700-360-004	WATER MAINT HYDRANTS	0.00	0.00	1,500.00	1,500.00	0.00
601-01-53700-360-005	WATER MAINT RES & STANDPIPES	0.00	0.00	3,000.00	3,000.00	0.00
601-02-53700-390-000	WATER MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
601-02-53700-510-000	WATER PROPERTY INSURANCE	4,400.00	4,400.00	4,400.00	0.00	100.00
601-02-53700-511-000	WATER WORKMANS COMP	1,000.00	1,000.00	1,000.00	0.00	100.00
601-03-53700-520-000	WATER BOND FEES	2,000.00	2,000.00	2,500.00	500.00	80.00
601-03-53700-540-000	WATER AMORTIZATION	0.00	0.00	0.00	0.00	0.00
601-03-53700-541-001	WATER DEPRECIATION GENERAL	0.00	0.00	50,000.00	50,000.00	0.00
601-03-53700-541-002	WATER DEPRECIATION CONTR PLANT	0.00	0.00	3,250.00	3,250.00	0.00
601-03-53700-590-000	WATER PILOT TRANSFER GENERAL	0.00	0.00	91,851.00	91,851.00	0.00
601-03-53700-610-000	WATER DEBT PRINCIPAL	0.00	45,000.00	144,853.00	99,853.00	31.07
601-03-53700-620-000	WATER DEBT INTEREST	54,278.41	58,099.77	84,310.00	26,210.23	68.91
601-01-53700-820-001	WATER CAPIMPROVE RADIUM	0.00	0.00	0.00	0.00	0.00
601-01-53700-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00

Fund: 601 - WATER UTILITY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
601-03-53700-900-000	WATER UNCOLLECT ACCOUNTS	0.00	0.00	0.00	0.00	0.00
WATER SERVICE		154,266.15	208,096.03	547,277.00	339,180.97	38.02
PUBLIC WORKS		154,266.15	208,096.03	547,277.00	339,180.97	38.02
Total Expenses		154,266.15	208,096.03	547,277.00	339,180.97	38.02
Net Totals		68,480.02	17,346.35	-26,208.00	-43,554.35	-66.19

Fund: 602 - ELECTRIC UTILITY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
602-00-46110-000-000	UTILITY CLERKS FEES	0.00	0.00	0.00	0.00	0.00
CLERKS FEES		0.00	0.00	0.00	0.00	0.00
602-00-46461-000-000	ELECTRIC REVENUE	726,171.86	792,427.30	1,094,000.00	-301,572.70	72.43
602-00-46461-000-001	ELEC RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-002	ELEC GENERAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-003	ELEC SMALL POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-004	ELEC LARGE POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-005	ELEC STREET LIGHT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-006	ELEC PUBLIC	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-007	ELEC FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-008	ELEC POLE RENTAL	4,246.96	0.00	4,250.00	-4,250.00	0.00
602-00-46461-000-009	ELEC MISCELLANEOUS	4,352.73	4,467.56	4,500.00	-32.44	99.28
ELECTRIC REVENUE		734,771.55	796,894.86	1,102,750.00	-305,855.14	72.26
PUBLIC CHARGES FOR SERVICES		734,771.55	796,894.86	1,102,750.00	-305,855.14	72.26
602-00-47000-000-000	ELEC INTERGOV CHARGE SERVICE	629.00	451.42	500.00	-48.58	90.28
INTERGOVERN CHARGE FOR SERVICE		629.00	451.42	500.00	-48.58	90.28
INTERGOVERN CHARGE FOR SERVICE		629.00	451.42	500.00	-48.58	90.28
602-00-48100-000-000	INTEREST INCOME	40.86	29.49	50.00	-20.51	58.98
MISC REVENUE INTEREST		40.86	29.49	50.00	-20.51	58.98
602-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
MISC REVENUE PROPERTY SALES		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		40.86	29.49	50.00	-20.51	58.98
Total Revenues		735,441.41	797,375.77	1,103,300.00	-305,924.23	72.27

Fund: 602 - ELECTRIC UTILITY

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
602-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
UNLASS MISC		0.00	0.00	0.00	0.00	0.00
602-02-53800-110-000	ELECTRIC ADMIN SALARIES	14,753.00	15,889.91	24,639.00	8,749.09	64.49
602-01-53800-120-000	ELEC WAGES	20,343.05	20,443.24	34,743.00	14,299.76	58.84
602-01-53800-121-000	ELEC OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
602-01-53800-122-000	ELEC WEEKEND ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
602-01-53800-130-000	ELEC RETIREMENT	2,333.84	2,543.22	4,157.00	1,613.78	61.18
602-01-53800-131-000	ELEC HEALTH INSURANCE	9,629.69	12,400.45	16,622.00	4,221.55	74.60
602-01-53800-132-000	ELEC UNIFORMS	310.00	450.00	310.00	-140.00	145.16
602-01-53800-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
602-01-53800-150-000	ELEC SOCIAL SECURITY	2,585.80	2,650.02	4,543.00	1,892.98	58.33
602-01-53800-151-000	ELECTRIC SERVICE	636.00	0.00	0.00	0.00	0.00
602-02-53800-190-000	ELEC TRAINING	629.78	1,964.71	2,500.00	535.29	78.59
602-01-53800-210-000	ELEC CONTRACTED LABOR	-131.85	1,784.97	35,000.00	33,215.03	5.10
602-02-53800-210-000	ORGANIZATIONAL SUPPORT	3,229.50	5,286.28	7,000.00	1,713.72	75.52
602-01-53800-220-000	ELEC UTILITIES	2,434.86	2,500.03	4,000.00	1,499.97	62.50
602-01-53800-290-000	ELEC SHARE TELEPHONE	596.21	331.69	960.00	628.31	34.55
602-02-53800-290-000	ELEC REGULATORY COMMISSION	0.00	0.00	3,000.00	3,000.00	0.00
602-02-53800-291-000	ELEC SHARE INTERNET	466.22	491.50	780.00	288.50	63.01
602-02-53800-310-000	ELEC OFFICE SUPPLIES	925.57	627.46	2,000.00	1,372.54	31.37
602-01-53800-311-000	ELEC POSTAGE	1,101.00	1,118.00	1,800.00	682.00	62.11
602-02-53800-330-000	ELEC MILEAGE	0.00	0.00	0.00	0.00	0.00
602-01-53800-340-000	ELEC OPER SUPPLIES & EXPENSE	4,370.56	10,096.74	25,000.00	14,903.26	40.39
602-01-53800-341-000	ELEC METERS	0.00	356.00	7,000.00	6,644.00	5.09
602-01-53800-342-000	ELEC STREET LIGHTS	0.00	0.00	0.00	0.00	0.00
602-01-53800-343-000	ELEC LINE & STATION SUPPLIES	0.00	0.00	0.00	0.00	0.00
602-02-53800-352-000	ELEC VEHICLE REPAIR/REPLACE	1,270.18	1,542.12	2,500.00	957.88	61.68
602-01-53800-360-001	ELEC MAINT STRUCTURES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-002	ELEC MAINT TRANSFORMER	2,610.00	2,248.00	5,000.00	2,752.00	44.96
602-01-53800-360-003	ELEC MAINT METERS	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-004	ELEC MAINT LINES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-005	ELEC MAINT STREET LIGHT	0.00	0.00	1,500.00	1,500.00	0.00
602-01-53800-360-009	ELECTRICAL MAINT POLES	0.00	0.00	0.00	0.00	0.00
602-01-53800-370-000	FUEL	1,510.57	1,944.01	2,850.00	905.99	68.21
602-01-53800-390-000	ELEC PURCHASED POWER	542,273.78	623,954.89	952,078.00	328,123.11	65.54
602-02-53800-390-000	ELEC MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
602-02-53800-510-000	ELEC PROPERTY INSURANCE	3,300.00	3,300.00	3,300.00	0.00	100.00
602-02-53800-511-000	ELEC WORKMANS COMP	725.00	725.00	725.00	0.00	100.00
602-03-53800-520-000	ELEC BOND FEES	0.00	0.00	0.00	0.00	0.00
602-03-53800-540-000	ELEC AMORTIZATION	0.00	0.00	0.00	0.00	0.00
602-03-53800-541-001	ELEC DEPRECIATION GENERAL	0.00	0.00	76,491.00	76,491.00	0.00
602-03-53800-541-002	ELEC DEPRECIATION CONTR PLANT	0.00	0.00	0.00	0.00	0.00
602-03-53800-590-000	ELEC PILOT TRANSFER GENERAL	0.00	0.00	31,652.00	31,652.00	0.00
602-03-53800-610-000	ELEC DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00
602-03-53800-620-000	ELEC DEBT INTEREST	0.00	0.00	0.00	0.00	0.00
ELECTRIC SERVICE		615,902.76	712,648.24	1,250,300.00	537,651.76	57.00

Fund: 602 - ELECTRIC UTILITY

Account Number	2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
PUBLIC WORKS	615,902.76	712,648.24	1,250,300.00	537,651.76	57.00
Total Expenses	615,902.76	712,648.24	1,250,300.00	537,651.76	57.00
Net Totals	119,538.65	84,727.53	-147,000.00	-231,727.53	-57.64

Fund: 603 - SANITARY SEWER

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
603-00-43230-400-001	USDA RD FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00
	WATER GRANT	0.00	0.00	0.00	0.00	0.00
	INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00
603-00-46410-000-000	CHARGE SERVICES SEWER	203,999.83	204,869.63	295,000.00	-90,130.37	69.45
603-00-46410-000-009	SEWER REVENUE MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
	CHARGE SERVICES SEWER	203,999.83	204,869.63	295,000.00	-90,130.37	69.45
	PUBLIC CHARGES FOR SERVICES	203,999.83	204,869.63	295,000.00	-90,130.37	69.45
603-00-48000-000-000	GAIN/LOSS ASSET DISPOSAL	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
603-15-48100-000-000	INTEREST INCOME	117.33	83.67	150.00	-66.33	55.78
	MISC REVENUE INTEREST	117.33	83.67	150.00	-66.33	55.78
	MISC REVENUE	117.33	83.67	150.00	-66.33	55.78
603-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
603-15-49400-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
	Total Revenues	204,117.16	204,953.30	295,150.00	-90,196.70	69.44

Fund: 603 - SANITARY SEWER

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
603-15-53610-110-000	SEWAGE SERVICE ADMIN SALARIES	7,674.48	15,889.91	24,639.00	8,749.09	64.49
603-15-53610-120-000	SEWAGE SERVICE WAGES	21,606.24	21,384.08	34,743.00	13,358.92	61.55
603-15-53610-121-000	SEWAGE SERVICE OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
603-15-53610-122-000	SEWAGE SERVICE ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
603-15-53610-130-000	SEWAGE SERVICE RETIREMENT	1,947.08	2,609.15	4,157.00	1,547.85	62.77
603-15-53610-131-000	SEWAGE SERVICE HEALTH INSURANC	9,338.87	12,737.59	16,622.00	3,884.41	76.63
603-15-53610-132-000	SEWAGE SERVICE UNIFORMS	125.00	163.24	155.00	-8.24	105.32
603-15-53610-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
603-15-53610-150-000	SEWAGE SERVICE SOCIAL SECURITY	2,142.59	2,718.49	4,543.00	1,824.51	59.84
603-15-53610-151-000	SEWAGE UNEMPLOYMENT	635.99	0.00	0.00	0.00	0.00
603-15-53610-196-000	SEWAGE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
603-15-53610-210-000	SEWAGE SERVICE ENGINEERING	0.00	47.50	4,500.00	4,452.50	1.06
603-15-53610-211-000	SEWAGE SERVICE CONTRACT LABOR	11,217.59	33,458.43	15,000.00	-18,458.43	223.06
603-15-53610-220-000	SEWAGE SERVICE UTILITIES	22,689.84	26,564.63	35,000.00	8,435.37	75.90
603-15-53610-290-000	SEWAGE SERVICE TELEPHONE	1,006.49	998.94	1,500.00	501.06	66.60
603-15-53610-291-000	SEWAGE SERVICE INTERNET	21.98	69.58	50.00	-19.58	139.16
603-15-53610-292-000	SEWAGE SERVICE PAGING SERVICE	0.00	0.00	0.00	0.00	0.00
603-15-53610-310-000	SEWAGE SERVICE OFFICE SUPPLIES	897.61	615.67	1,400.00	784.33	43.98
603-15-53610-311-000	SEWAGE SERVICE POSTAGE	874.37	983.85	1,400.00	416.15	70.28
603-15-53610-324-000	SEWAGE SERVICE LICENSURE	150.00	75.00	750.00	675.00	10.00
603-15-53610-340-000	SEWAGE SERVICE OPER SUPPLIES	1,673.13	4,766.67	5,000.00	233.33	95.33
603-15-53610-341-000	SEWAGE SERVICE CHEMICALS	0.00	0.00	3,000.00	3,000.00	0.00
603-15-53610-350-000	SEWAGE SERVICE EQUIP MAINT	607.37	1,441.77	2,000.00	558.23	72.09
603-15-53610-351-000	SEWAGE SERVICE BUILDING MAINT	0.00	0.00	1,000.00	1,000.00	0.00
603-15-53610-352-000	SEWAGE SERVICE VEHICLE REPAIR	162.23	0.00	750.00	750.00	0.00
603-15-53610-360-000	SEWAGE SERVICE MANHOLE CLEAN	0.00	0.00	0.00	0.00	0.00
603-15-53610-370-000	SEWAGE SERVICE FUEL	1,495.95	1,628.85	2,000.00	371.15	81.44
603-15-53610-390-000	SEWAGE SERVICE MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00
603-15-53610-510-000	WWTP PROPERTY INSURANCE	2,197.00	2,197.00	2,197.00	0.00	100.00
603-15-53610-511-000	WWTP INS WORK COMP	2,182.00	2,182.00	2,182.00	0.00	100.00
603-15-53610-520-000	SEWAGE BONDS	0.00	0.00	0.00	0.00	0.00
603-15-53610-541-100	DEPECIATION SEWAGE SERVICE	0.00	0.00	57,500.00	57,500.00	0.00
603-15-53610-590-000	SEWAGE SERVICE PILOT	0.00	0.00	75,160.00	75,160.00	0.00
603-15-53610-610-000	SEWAGE SERVICE DEBT PRINCIPAL	0.00	0.00	30,431.00	30,431.00	0.00
603-15-53610-620-000	SEWAGE SERVICE DEBT INTEREST	32,522.64	32,414.23	57,901.00	25,486.77	55.98
603-15-53610-810-001	SEWAGE SERVICE GEN EQUIP REPLA	0.00	0.00	2,000.00	2,000.00	0.00
603-15-53610-810-002	SEWAGE SERVICE JET VAC REPLACE	0.00	0.00	500.00	500.00	0.00
603-15-53610-812-000	SEWAGE SERVICE VEHICLE REPLACE	0.00	0.00	0.00	0.00	0.00
603-15-53610-820-250	PHASE II LIFT STATION STAIRS	0.00	0.00	0.00	0.00	0.00
603-15-53610-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
603-15-53610-900-000	SEWAGE SERVICE WRITE-OFF	0.00	0.00	0.00	0.00	0.00
603-15-53610-901-000	SEWAGE SERVICE REIMBURSE UTIL	0.00	0.00	0.00	0.00	0.00
	SEWAGE SERVICE	121,168.45	162,946.58	386,480.00	223,533.42	42.16
	PUBLIC WORKS	121,168.45	162,946.58	386,480.00	223,533.42	42.16
603-15-55000-400-000	SEWAGE SERVICE OTHER EXP	0.00	0.00	0.00	0.00	0.00
	CULTURE, RECREATION, & DEVELOP	0.00	0.00	0.00	0.00	0.00

Fund: 603 - SANITARY SEWER

Account Number	2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
CULTURE, RECREATION, & DEVELOP	0.00	0.00	0.00	0.00	0.00
Total Expenses	121,168.45	162,946.58	386,480.00	223,533.42	42.16
Net Totals	82,948.71	42,006.72	-91,330.00	-133,336.72	-45.99

Fund: 604 - AMBULANCE

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
604-13-43520-000-000	PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
	PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
604-13-46110-000-000	COPIES / RECORDS	0.00	0.00	0.00	0.00	0.00
	CLERKS FEES	0.00	0.00	0.00	0.00	0.00
604-13-46230-000-000	AMBULANCE CHARGES	9,626.86	2,046.43	0.00	2,046.43	0.00
	AMBULANCE FEES	9,626.86	2,046.43	0.00	2,046.43	0.00
PUBLIC CHARGES FOR SERVICES		9,626.86	2,046.43	0.00	2,046.43	0.00
604-13-48000-000-000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
604-13-48100-000-000	INTEREST INCOME	50.59	33.11	0.00	33.11	0.00
	MISC REVENUE INTEREST	50.59	33.11	0.00	33.11	0.00
604-13-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
604-13-48550-000-000	FUND RAISING	0.00	0.00	0.00	0.00	0.00
	FUND RAISING	0.00	0.00	0.00	0.00	0.00
MISC REVENUE		50.59	33.11	0.00	33.11	0.00
604-13-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	11,000.00	-11,000.00	0.00
	TRANSFER FROM GENERAL FUND	0.00	0.00	11,000.00	-11,000.00	0.00
604-13-49610-000-000	FIRE DEPT REIMBURSE STANDBY	0.00	0.00	0.00	0.00	0.00
	PAYMENTS FOR MUNICIPAL SERVICE	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	11,000.00	-11,000.00	0.00
	Total Revenues	9,677.45	2,079.54	11,000.00	-8,920.46	18.90

Fund: 604 - AMBULANCE

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
604-13-51920-352-000	LOSS ON DISPOSALOF ASSET	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
UNLASS MISC		0.00	0.00	0.00	0.00	0.00
604-13-52300-110-000	AMBULANCE DIRECTOR SALARY	0.00	0.00	0.00	0.00	0.00
604-13-52300-120-000	AMBULANCE ON CALL PAY	0.00	0.00	0.00	0.00	0.00
604-13-52300-130-000	AMBULANCE RETIREMENT	0.00	0.00	0.00	0.00	0.00
604-13-52300-131-000	AMBULANCE HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
604-13-52300-132-000	AMBULANCE CLOTHING	0.00	0.00	0.00	0.00	0.00
604-13-52300-133-000	AMBULANCE DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
604-13-52300-140-000	AMBULANCE RUN PAY	0.00	0.00	0.00	0.00	0.00
604-13-52300-150-000	AMBULANCE SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
604-13-52300-151-000	AMBULANCE UNEMPLOYMENT	26.32	0.00	0.00	0.00	0.00
604-13-52300-190-000	AMBULANCE TRAINING	0.00	0.00	0.00	0.00	0.00
604-13-52300-191-000	AMBULANCE CONFERENCES	0.00	0.00	0.00	0.00	0.00
604-13-52300-210-000	AMBULANCE AUDIT FEES	0.00	1,305.50	0.00	-1,305.50	0.00
604-13-52300-220-000	AMBULANCE UTILITIES	1,421.51	1,593.54	2,000.00	406.46	79.68
604-13-52300-290-000	AMBULANCE TELEPHONE	0.00	0.00	150.00	150.00	0.00
604-13-52300-292-000	AMBULANCE ONLINE EXPENSE	0.00	0.00	0.00	0.00	0.00
604-13-52300-310-000	AMBULANCE OFFICE SUPPLIES	0.00	0.00	50.00	50.00	0.00
604-13-52300-311-000	AMBULANCE POSTAGE	0.00	0.00	0.00	0.00	0.00
604-13-52300-330-000	AMBULANCE MILEAGE	0.00	0.00	0.00	0.00	0.00
604-13-52300-340-000	AMBULANCE MEDICAL SUPPLIES	0.00	0.00	0.00	0.00	0.00
604-13-52300-341-000	AMBULANCE MEDICAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
604-13-52300-351-000	AMBULANCE BUILDING REP/MAINT	0.00	0.00	0.00	0.00	0.00
604-13-52300-352-000	AMBULANCE VEHICLE REP/MAINT	0.00	0.00	0.00	0.00	0.00
604-13-52300-370-000	AMBULANCE FUEL	0.00	0.00	0.00	0.00	0.00
604-13-52300-390-000	AMBULANCE MISCELLANEOUS	19,758.15	765.15	2,000.00	1,234.85	38.26
604-13-52300-510-000	AMB INSURANCE PROP & VEHICLES	0.00	0.00	0.00	0.00	0.00
604-13-52300-511-000	AMB INS WORK COMP	0.00	0.00	0.00	0.00	0.00
604-13-52300-541-001	AMBULANCE DEPRECIATION	0.00	0.00	0.00	0.00	0.00
604-13-52300-812-000	AMBULANCE VEHICLE REPLACEMENT	7,193.20	0.00	6,800.00	6,800.00	0.00
604-13-52300-900-000	AMBULANCE WRITE-OFF	0.00	0.00	0.00	0.00	0.00
AMBULANCE		28,399.18	3,664.19	11,000.00	7,335.81	33.31
PUBLIC SAFETY		28,399.18	3,664.19	11,000.00	7,335.81	33.31
604-13-53800-541-001	DEPRECIATION	0.00	0.00	0.00	0.00	0.00
ELECTRIC SERVICE		0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
604-13-58100-000-000	AMBULANCE HOUSE PAY PRINCIPAL	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE PRINCIPAL		0.00	0.00	0.00	0.00	0.00
604-13-58200-000-000	AMBULANCE HOUSE PAY INTEREST	0.00	0.00	0.00	0.00	0.00

Fund: 604 - AMBULANCE

Account Number	2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
LINE OF CREDIT INTEREST	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
Total Expenses	28,399.18	3,664.19	11,000.00	7,335.81	33.31
Net Totals	-18,721.73	-1,584.65	0.00	1,584.65	0.00

Fund: 800 - PERPETUAL CARE

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
800-26-48000-000-000	MISC REVENUE	200.00	20.00	0.00	20.00	0.00
MISC REVENUE		200.00	20.00	0.00	20.00	0.00
800-26-48110-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
MISC REVENUE INTEREST INCOME		0.00	0.00	0.00	0.00	0.00
800-26-48300-000-000	PROPERTY SALES	0.00	600.00	0.00	600.00	0.00
MISC REVENUE PROPERTY SALES		0.00	600.00	0.00	600.00	0.00
800-26-48440-000-000	INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
INSUR RECOV DAMAGE EQUIP&PROP		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		200.00	620.00	0.00	620.00	0.00
800-26-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GENERAL FUND		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
Total Revenues		200.00	620.00	0.00	620.00	0.00

Fund: 800 - PERPETUAL CARE

Account Number		2013 Actual 09/02/2013	2014 Actual 09/02/2014	2014 Budget	Budget Status	% of Budget
800-26-54910-110-000	CEMETERY SUPERINTENDANT SALARY	0.00	0.00	0.00	0.00	0.00
800-26-54910-140-000	CEMETERY SEXTON PAY	875.00	1,000.00	1,500.00	500.00	66.67
800-26-54910-220-000	CEMETERY UTILITIES	0.00	0.00	0.00	0.00	0.00
800-26-54910-350-000	CEMETERY SUPPLIES & REPAIR	0.00	40.50	500.00	459.50	8.10
800-26-54910-360-000	CEMETERY GRAVE STONE REPAIR	0.00	392.00	0.00	-392.00	0.00
CEMETERY		875.00	1,432.50	2,000.00	567.50	71.63
HEALTH & HUMAN SERVICES		875.00	1,432.50	2,000.00	567.50	71.63
Total Expenses		875.00	1,432.50	2,000.00	567.50	71.63
Net Totals		-675.00	-812.50	-2,000.00	-1,187.50	40.63

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Eric Koehn
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council

From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer

Date: September 9, 2014

RE: Activity Report

Following you will find an overview of some of the areas I have been working on since my last Council report of August 5, 2014 and provide information on upcoming activities.

- **Primary Election was held and doing prep work for the November election**
- **2015 Budget preparation, meeting with departments**
- **Community Development Authority meeting/working on commercial inventory**
- **Sewer and Water Rate Review**
- **Finalizing the sale of land to Gagne Ford**
- **Putting together joint enforcement plan for property violations**
- **Met on Cty Trk D with G L County on roadway project – see separate memo**
- **Ongoing codification review**

Upcoming

- **Wisconsin Municipal Treasurers meeting in Green Lake 9/24/2014 & part of day 9/25-9/26/2014**
- **Neighborhood Watch, 9/22/2014 @ 10:00 a.m.**
- **Election Training @ Green Lake County 9/29/2014 @ 5-6:30 p.m.**
- **CDA Meeting 9/22/2014 @ 6:30 p.m.**
- **TREDC Board meeting 9/19/2014 @ 9:30 a.m.**

Additional Directives from Mayor/Council for upcoming weeks:

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Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council

From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer

Date: September 9, 2014

RE: County Trk D (Hwy 23 to City Limits)

Lee and I attended a progress meeting on Cty Trk D with G L County Highway Department. Due to State DOT regulations/funding, it appears that the construction project has been moved back to 2018.

The funding for this project is 80% state funded and 20% County funded. The Cities responsibility is to cover 20% of the cost of those items not connected with the traveled portion of the roadway (storm sewer/sidewalk etc). The City would also have to cover any work associated with sewer or water. Additional discussion included the fact that the right-of-way in a portion of the area is less than 66' which may include acquisition. Amy Brooks, GL County Highway Commissioner, will be providing more details regarding ROW acquisition, drainage, and design.

CITY OF PRINCETON
COMMON COUNCIL MEETING "AMENDED" MINUTES
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, AUGUST 5, 2014
(Held one week early due to Election on 8/12)
7:00 PM

1. **CALL TO ORDER AND ROLL CALL.** Mayor Wielgosh called the meeting to order at 7:10 PM. In attendance were Alderpersons Koehn, Kallas, Roehl, Kallenbach, Ernest, and Bednarek, Administrator Neubauer, and Mayor Wielgosh.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA** Ernest motioned to Approve the Agenda, seconded by Bednarek. Carried 6-0.
4. **APPEARANCES FROM THE PUBLIC** Nothing at this time.
5. **MAYOR'S REPORT** Nothing at this time.
6. ADMINISTRATORS REPORT
   A. **Budget Comparison** This was in the Council Packets any questions to contact City Hall.
   B. **City Administrators Report – Current and upcoming activities** Administrator Neubauer gave an update: Testing voting machines was 8/4/14, Election will be 8/12/14, Departments are working on the 2015 Budget, and staff is working on the Sewer Rate Study, and costs for bigger items for the 2015 Budget .
7. CONSENT CALENDAR
   A. **Minutes for Approval:**
      i. **July 22, 2014 – Regular Council meeting** Bednarek motioned to approve the July 22, 2014 Council Minutes, seconded by Koehn. Carried 6-0.
8. OFFICERS REPORT
   A. **Library Directors Report – recent and upcoming activities** Library Director Sommersmith gave an update of Library activities.
   B. **Police Chief Report – recent and upcoming activities** Nothing at this time.
   C. **Public Works Department Report – recent and upcoming activities** Public Works Lead Worker Lee Williams gave a report to the Council before the meeting.
   D. **CDA – Community Development Authority – committee report/minutes included** Administrator Neubauer had the minutes from the 7/28/14 CDA Meeting in the Council Packets. Council Representative Kallenbach would not be able to attend the meetings for several months and Mayor Wielgosh asked for a substitute until Alderperson Kallenbach is available. Alderperson Kallenbach would need a substitute also for the Library Board Meetings, Alderperson Roehl will fill in until Alderperson Kallenbach is available.
   E. **Cemetery Clean-up and Restoration project – work day flyer attached** Cheryle Nickel spoke about City Cemetery Restoration Project and the Clean Up Day scheduled for September 8, 2014.
8. **COMMUNICATIONS** Alderperson Koehn stated on August 19th at 7:00 PM in the Council Chambers there would be a Fire Department Budget Workshop and everyone is welcome to attend. The Budget would be brought to the Fire Association Meeting in September for approval. Alderperson Koehn also expressed concerns about comments he has heard on the shortfalls of ambulance staffing, and will try to follow up accordingly. Alderperson Kallas stated Princeton Ambulance will be hosting the Food Booth for the Flea Market on Saturday, August 16th.
10. NEW BUSINESS
    A. Liquor License–Capone's 603 W. Water Street and Operators License – Philip P. Capone III **Recommendation: Discussion and action on issuance of "Class B" Intoxicating Liquor and Class "B" Malt Beverage License and Operators License for Philip P. Capone III** Ernest motioned to approve the "Class B" Intoxicating Liquor and Class "B" Malt Beverage License and Operators License for Philip P Capone III, pending an approval report from the Police Chief, seconded by Kallenbach. Caried 5-1 with Koehn voting against.

A. DNR Waterway Permit - Rip Rap Project Heistand Park

Recommendation: Update Council on project, including submittal of DNR Permit, fundraising opportunities, and prep work in advance of donation of Kayak Launch from Fox Wisconsin Heritage Parkway An update was give by Administrator Neubauer: The permit for the Rip Rap is being submitted by the County, at no cost, the staff is seeking donations and grants and fundraising to off set the cost, which is estimated to be between $11,000.00 and $17,000.00. Approximately 350' of shoreline would be rip rapped.

11. UNFINISHED BUSINESS

A. Sale of Land to Gagne Ford

Recommendation: Update on transaction details, action as appropriate Bednarek motioned to authorize the Sale of Land to Gagne Ford for $30,000.00, as agreed upon, seconded by Kallenbach. Carried 4-1 with Koehn, Bednarek, Kallenbach, and Ernest voting yes, Kallas voting no, and Roehl abstaining.

12. ADJOURN Roehl motioned to adjourn the meeting, seconded by Kallenbach. Carried 6-0. Mayor Wielgosh adjourned the meeting at 8:17 PM.

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. **The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.**

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

Municipality No.: 24-271		City of Princeton				
GEC Job No.: I24-271		2014 Building Permit Applications				
Date	Permit #	Address	Owner/Contractor	Est.Cost	Description	Fee
2/4/2014	14-01-24-271	811 OLD GREEN LAKE ROAD	CONDON OIL	$0.00	SIGN	$35.00
2/4/2014	14-02-24-271	505 & 507 WATER STREET	DAVE DUGENSKI	$0.00	RAZE	$35.00
					Total Month Permit Fees February	$70.00
3/13/2014	14-03-24-271	113 N FARMER COURT	CHAD & TABITHA HANGER	$40,000.00	REMODEL	$82.50
3/3/2014	14-04-24-271	404 W WATER STREET	MARY BENTLEY	$1,500.00	REMODEL	$57.50
3/7/2014	14-05-24-271	1211 HARRIS STREET	MATTHEW ROSS	$5,000.00	ELECTRIC	$35.00
					Total Month Permit Fees March	$175.00
4/21/2014	14-06-24-271	102 W MAIN STREET	THOMAS & MICHELLE OTTO	$0.00	REMODEL	$82.50
					Total Month Permit Fees April	$82.50
5/4/2014	14-07-24-271	211 W MAIN STREET	ROBERT & DEBRA EDGERTON	$10,000.00	REMODEL	$57.50
5/6/2014	14-08-24-271	521 S FULTON STREET	MICHAEL W. WIENCEK	$4,000.00	ADDITION	$57.50
					Total Month Permit Fees May	$115.00
6/2/2014	14-09-24-271	327 N FULTON	CHAD WAGNER	$2,000.00	FENCE	$32.50
6/2/2014	14-10-24-271	118 S 3RD STREET	JOHN VANDERNOORD	$0.00	DECK	$32.50
6/2/2014	14-11-24-271	525 WATER STREET	MATHEW GREGGET	$1,800.00	COMMERCIAL CONSTRUCTION	$32.50
6/17/2014	14-12-24-271	801 SOUTH SECOND STREET	TOM BEATTY	$0.00	FENCE	$32.50
6/19/2014	14-13-24-271	912 HARRIS STREET	DENNIS TIMM	$600.00	ELECTRIC	$32.50
					Total Month Permit Fees June	$162.50
7/15/2014	14-14-24-271	794 WEST MAIN STREET	WHPC-SOUTHERN BOND POOL I	$5,000.00	FENCE	$35.00
					Total Month Permit Fees July	$35.00
					Total Permit Fees YTD	$640.00

RESOLUTION NO. 2014-10

CITIZEN PARTICIPATION PLAN

WHEREAS, the City of Princeton intends on applying for funding through the Community Development Block Grant Program; and

WHEREAS, the State of Wisconsin Department of Administration and the U.S. Department of Housing and Urban Development require recipients of Community Development Block Grant Funds monies to have in place a Citizen Participation Plan; and

WHEREAS, the Citizen Participation Plan shall encourage citizen participation (especially persons of low to moderate income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings, provide for a complaint procedure, and accommodate non-English speaking residents; and

WHEREAS, the City of Princeton previously adopted a Citizen Participation Plan and has now updated the Plan to be in compliance with current DOA requirements.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Princeton officially adopts the Citizen Participation Plan dated 9/2014.

PASSED, APPROVED, AND ADOPTED, this 9th day of September 2014.

_____ Ayes
_____ Nays
_____ Absent

_____

LEONARD WIELGOSH, Mayor

_____

MARY LOU NEUBAUER,
City Administrator/Clerk/Treasurer

Approved as to Form:

_____

LUDWIG L. WURTZ, City Attorney

City of Princeton

Citizen Participation Plan

(9/2014)

This Citizen Participation Plan (CPP) sets forth the City of Princeton's policies and procedures for citizen participation for the use of Community Development Block Grants (CDBG), and other grant opportunities and/or economic development loan funds. The Citizen Participation Plan provides an opportunity for the community to work in partnership with the City to identify needs and to allocate CDBG funds.

PURPOSE

In order for the community Development Program to operate effectively, and to address the needs of the citizens of the City of Princeton, the entire population must be kept informed. The decision-making process must be open and consistent with State and Federal regulations. To accomplish this, the following plan will be followed:

PROGRAM OVERSIGHT

The City of Princeton shall create a Citizen Participation Committee, members of which shall be appointed by the Chief Elected Official and confirmed by the City Council. This Committee shall be responsible for implementation of the Citizen Participation Plan, as well as offering guidance in the preparation of the grant application.

The City Council shall oversee the preparation of the Community Development Block Grant program application

To insure responsiveness to the needs of its citizens, the City of Princeton shall provide for and encourage citizen participation. Particular emphasis shall be given to participation by persons of low and moderate income (LMI).

CITIZEN PARTICIPATION

The City Council shall establish a committee composed of person's representative of the City demographics. This committee must include at least one LMI person.

The committee members should also include representatives from the local government, real estate, banking and labor communities whenever possible. This committee will assume responsibility for coordinating all require elements of the citizen participation plan. All committee members must be residents of the City of Princeton.

NOTICE OF HEARINGS

Official notice of hearings will be by public notice in the Princeton Times at least two full weeks prior to the hearing. In addition, the public notice shall be posted at the City Hall Municipal building. These notices will include time, place and date of the meetings, as well as a brief agenda.

All notifications of meetings and available assistance must be worded in such a way as to encourage LMI participation. In addition, all meeting announcements shall include, where

and during what hour's information and records relating to the proposed and actual use of funds may be found.

REQUIRED PUBLIC HEARINGS

Public hearings shall be held to obtain citizen views and to enable them to respond to proposals at all stages of the Community Development Program, including the development of needs, the review of proposed activities and the review of program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and will have accommodations for the handicapped, and if needed, for non-English speaking persons.

The first hearing will receive citizen's views and provide an explanation of:

1) Community development needs, objectives, and strategies;
2) The Community Development Block Grant program including goals, objectives, application process, amount of funds available, timetable, eligible activities, etc.

The second haring will receive citizen views and provide a review of the performance of the funded activities.

The first public hearing shall be held during the development of the application for funds. The second hearing shall be held during the implementation of the program. The City of Princeton will attempt to have at least one of the public hearings in the target area (if applicable).

PROGRAM INFORMATION/FILES/ASSISTANCE

Technical assistance will be provided to any citizen who requests information about the program requirements. Assistance with the application process will be provided by City staff and will meet with citizens upon request.

The City of Princeton will maintain, at City Hall, a record of all citizen participation efforts including minutes of meetings, newspaper clippings and copies of notices and brochures.

Citizens will be invited to make proposals regarding the application. If suitable, proposals are submitted in writing, a written response will be provided within 15 days. Every effort will be made to respond to all proposals prior to the final action of the subject.

Citizens may petition or request in writing, assistance or changes. The City staff will respond to all such requests within 15 days after the City Council has met to discuss the request.

Questions should be addressed to City Clerk, 531 S. Fulton Street, PO Box 53, Princeton WI 54968 or (920) 295-6612.

COMPLAINTS

The City of Princeton will handle citizen complaints about the program in a timely manner. The City Clerk will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be reported in a complaint log. The first contact for complaints should be made to the City Clerk.

In addition to the above procedure, and citizen wishing to object may complain directly to the following address:

Department of Administration
Division of Housing
101 E. Wilson Street 9th Floor - P O Box 7970
Madison WI 53707 – 7970

NON-ENGLISH SPEAKING PERSONS

The City of Princeton will regularly survey the municipality to identify non-English speaking persons and will make all special efforts to assure them equal opportunity in the citizen participation process.

RELOCATION PLAN

The City of Princeton, Green Lake County, will provide relocation assistance as described in 570.496a (b) (2) and in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The City of Princeton, Green Lake County, will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than low- and moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and described in 24 CFR 570.496a (b) (1) and in Section 104 (d) of the Housing and Community Development Act of 1974, as amended. All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the City of Princeton, Green Lake County will make public and submit, in writing, to the Department of Administration, Division of Housing, the following information:

1. A description of the proposed activity.
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- provided as replacement dwelling units as a direct result of the assisted activity, and that will be provided as replacement dwellings units.
3. A timetable for the commencement and completion of the demolition or conversion.
4. The source of funding and time schedule for the provision of replacement dwelling units.
5. The basis for concluding that each replacement dwelling unit will remain a low- to moderate-income dwelling unit for at least ten years from the date of initial occupancy.

Consistent with the goals and objectives of activities assisted under the Act, the City of Princeton, Green Lake County will take appropriate steps to minimize the displacement of persons from the homes.

PASSED, APPROVED, AND ADOPTED, this 9th day of September 2014.

_____ Ayes

_____ Nays

_____ Absent

_____

LEONARD WIELGOSH, Mayor

_____

MARY LOU NEUBAUER,

City Administrator/Clerk/Treasurer

Approved as to Form:

_____

LUDWIG L. WURTZ, City Attorney

FAIR AND OPEN HOUSING

WHEREAS, the City of Princeton recognizes its responsibilities under Section 106.50 Wisconsin Statutes, as amended, and endorses the concept of fair and open housing for all persons and prohibition of discrimination therein;

THEREFORE, BE IT ORDAINED THAT:

1. The City of Princeton hereby adopts Section 106.50 Wisconsin Statutes, as amended, and all subsequent amendments thereto.
2. The officials and employees of the City of Princeton shall assist in the orderly prevention and removal of all discrimination housing within the City of Princeton by implementing the authority and enforcement procedures set forth in Section 106.50, Wisconsin Statutes as amended.
3. The Municipal Clerk shall maintain forms for complaints to be filed under Section 106.50 Wisconsin Statutes, as amended, and shall assist any person alleging a violation hereof in the City of Princeton to file a complaint thereunder with the Wisconsin Department of Work Force Development, Equal Rights Division, for enforcement of Section 106.50 Wisconsin Statutes, as amended.

PASSED, APPROVED, AND ADOPTED, this 9th day of September 2014.

_____ Ayes

_____ Nays

_____ Absent

_____

LEONARD WIELGOSH, Mayor

_____

MARY LOU NEUBAUER,

City Administrator/Clerk/Treasurer

Approved as to Form:

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LUDWIG L. WURTZ, City Attorney

CITY OF PRINCETON PURCHASING AND BIDDING PROCEDURE POLICY FOR PUBLIC CONSTRUCTION UNDER $25,000 AND ALL OTHER NON-PUBLIC CONSTRUCTION CONTRACTS AND PURCHASES

Pursuant to the City of Princeton Code of Ordinances Chapter 49 and Wisconsin State Statutes, the following purchasing and bidding procedures are being established to apply to the letting of contracts for all public construction, the estimated cost of which exceeds $5,000 but is no more than $25,000, and to the purchase of any articles, goods, wares, material services or merchandise for the benefit of the City of Princeton, the cost of which exceeds $5,000 which do not constitute public construction contracts as governed by Section 62.15 and 66.29 Wisconsin Statutes. The procedure in this policy has been created to achieve the objectives as stated below.

Objectives:

The objectives of this policy are as follows:

- To ensure the lowest price paid by the City.
- To prevent against impropriety in letting bids or contracts by specific individuals and department heads
- To allow the Common Council supervision over the bidding process.
- To ensure other factors are considered in the process of bidding and letting of contract renewals, locality of vendor, previous experience with the vendor, and the like.

Definitions:

A. Verbal Quotations

Telephone (or direct verbal) quotation for goods and services shall be secured from at least two (2) qualified vendors and the results of the quotations shall be recorded on a "Memorandum of Verbal Quotation" form, which general form is to be developed by the City Administrator and copies of which are to be kept on file in the City Clerk's Office. Said "Memorandum of Verbal Quotation" form shall be prepared by and signed by the person or Department Head requesting and receiving the quotations, and shall be kept by the person or Department Head for a period of seven (7) years after execution or completion of the applicable contract or purchase.

B. Informal Quotations (written)

Informal requests for written quotations shall be solicited from at least three (3) qualified bidders on a "Request for Quotation" form, which is to be developed by the City Clerk. All written requests for quotations shall be issued by the City Clerk, with the assistance of the requesting department. Vendors shall be given a reasonable time to respond to the request for an informal, written quotation and shall be given clear, concise specifications, and informal bidding instructions to facilitate competitive

bidding. Vendors shall be notified that the City retains the right to accept or reject any bid or quote for any reason when informal quotations are requested.

C. Formal Bids

When a formal bid is required or deemed to be in the best interest of the City, the bidding procedure shall follow the legal requirements associated with a Class I Notice under Section 61.55 Stats. and the procedures normally associated with a formal bid proposal. The formal bid proposal shall contain at least the following information:

- The bid number
- A detailed description of the goods and services required, including enough information about the items or services required so that more than one vendor can meet the specifications.
- The time, date and place the bids will be opened
- The address to which the bids shall be mailed or delivered. Instructions to bidders shall include such information as delivery dates, transportation charges, proposal prices, conditions for guaranteeing the proposal, payment terms, right of rejection of proposals, right to reject merchandise, insurance requirements, and other appropriate information regarding the awarding and execution of the contract and contract considerations.
- The bid proposal shall also include a section on special provisions including guarantees and service considerations, trade-in considerations, and other information relating to special conditions.
- Specification for all items purchased shall be developed with the full involvement and participation of the Department Heads. However the City Administrator shall ensure that the specifications are sufficiently board enough that competition in the bidding process is preserved

Bidding Procedures:

A. Bids Required

Competitive bids or quotations shall be obtained before contracting for any public construction, the cost of which exceeds $5,000 but is no more than $25,000 or before purchasing any articles, goods, wares, material services or merchandise the estimated cost of which is more than $5,000. In addition to the requirements below Wisconsin Statutes 62.15 (1) require that if the estimated cost of any public construction exceeds $5,000 but is not greater than $25,000 the city shall give a Class 1 Notice under Wisconsin Statutes Chapter 985 of the proposed construction before contract for the construction is executed.

B. Types of Bids Required

- Choice of Bidding Procedures (More than $5000 to not more than $25,000).

Any contracts or purchases governed hereunder, the estimated cost of which exceeds $5,000 but is no more than $25,000 shall be made by informal quotation, formal quotation or formal bid. The Department Head requesting the contract or bid shall be responsible for deciding which of the previous three methods shall be used. If a formal bidding process is not used, the Department Head shall prepare a written memorandum determining with stated reasons that the method chosen best accomplishes the above stated objective and is in the best interest of the City. However, the Common Council may at any time require that a formal bidding procedure be followed.

- No approval needed for budgeted items.

If any contract or purchase covered under paragraph 1 is budgeted for by the Common Council for the year in which the contract or purchase is made, the Common Council does not need to approve the bid or purchase/contract. However once the contract or purchase is completed, the Department shall issue s summary report to the Common Council indicating the purchase/contract is complete and an explanation of the bidding procedures used.

- Approval needed for Non-Budgeted items.

If any contract or purchase is not budgeted for by the Common Council, for the year in which the contract or purchase is made, the Common Council must approve the bid and purchase/contract. However approval is not necessary for reasonable and non-substantial changes to a contract or purchase that has already been budgeted for, as long as such changes do not cause the total applicable Department Budget to be exceeded.

C. When Formal Bids are Necessary

All contracts of purchases over $25,000 must be made by formal bids and must be approved by the Common Council unless after determination by the Common Council that said requirements are not the best procedure to follow to achieve the objectives stated above. Upon such a determination, the Common Council shall further decide which method shall be used to best achieve the objective stated above.

1. Waiver Available for Annually Renewable Contracts

Annual renewable contracts which meet the amount threshold for formal bidding here under or are not budgeted for and would need Council approval need to be rebid each year, unless such procedures are specifically waived by the Council, upon determination that the Contract will have no substantial changes upon the renewal and that such waiver would best achieve the above stated objective. However any waiver hereunder may be

for a period of no longer than five (5) years. Annually renewable contracts which do not meet the amount threshold for mandatory formal bidding hereunder, and are budgeted for each year of the annually renewable contract, need not be re-bid each year if there are not substantial changes to the contract, unless re-bidding would better achieve the above stated objective as determined by the Department Head or Common Council.

2. No Bid necessary if from Government Entity

Competitive bids or quotations are not necessary to be obtained for contracting with or purchasing from a public or government entity who has already complied with its own public bidding requirements.

3. No Bid Necessary for Developers

Competitive bids or quotations need not be obtained for contracts or purchases made by developers, pursuant to a developers agreement with the City, for the construction of utilities or fixtures which will be transferred to the City upon completion of the development.

PASSED, APPROVED, AND ADOPTED, this 9th day of September 2014.

_____ Ayes

_____ Nays

_____ Absent

_____

LEONARD WIELGOSH, Mayor

_____

MARY LOU NEUBAUER,

City Administrator/Clerk/Treasurer

Approved as to Form:

_____

LUDWIG L. WURTZ, City Attorney

CITY OF PRINCETON
USE OF FORCE

SEC. 1.3.1 USE OF FORCE
SEC. 1.3.2 USE OF DEADLY FORCE
SEC. 1.3.3 FLEEING FELONS
SEC. 1.3.4 POLICY DISTRIBUTION
SEC. 1.3.5 WARNING SHOTS
SEC. 1.3.6 OFF DUTY WEAPONS AND AMMUNITION
SEC. 1.3.7 NON-LETHAL WEAPONS
SEC. 1.3.8 NON-ISSUED PERSONAL FIREARMS
SEC. 1.3.9 REPORTING REQUIREMENTS--DISCHARGE OF FIREARMS
SEC. 1.3.10 PROFICIENCY IN THE USE OF AUTHORIZED WEAPONS
SEC. 1.3.11 ANNUAL QUALIFICATIONS
SEC. 1.3.12 AUTHORIZED DUTY WEAPON AND AMMUNITION
SEC. 1.3.13 USE OF FORCE INCIDENT REPORTS REQUIRED
SEC. 1.3.14 PROCEDURE FOR REVIEWING USE OF FORCE INCIDENTS
SEC. 1.3.15 USE OF FORCE INVESTIGATION AND REPORT
SEC. 1.3.16 ADMINISTRATIVE LEAVE
ADMINISTRATIVE DUTY
TRAUMA COUNSELING

SEC. 1.3.1 USE OF FORCE

(A) Purpose. The purpose of this policy is to provide Agency police officers with guidelines on the use of deadly and non-deadly force.

(1) It is the intent of this Agency to provide clear procedures to police officers regarding the use of force in the performance of their duties.

(2) It is the intent of this Agency to provide clear procedures for the investigation of use of force incidents.

(3) It is the intent of this Agency to authorize and issue specific weapons for use by police officers and to establish and implement procedures to ensure the responsible, proficient, and safe use of those weapons.

(B) Policy. This Agency recognizes and respects the value and special integrity of each human life. Investing police officers with the lawful authority to use force to protect the public welfare requires a careful balancing of all human interests. Therefore, it is the policy of this Agency that police officers shall use only the force that is reasonably necessary to effectively bring an incident under control, while protecting the lives of the officer or another.

Only the minimum amount of force reasonably required to effect an arrest or control a person shall be used by a police officer of this Agency. The force used by an officer shall only be that which is required to overcome the resistance being offered by an offender.

(C) Definitions. For the expressed purpose of this policy, the following definitions shall apply:

(1) Baton: An Agency authorized and issued protective alternative in the intervention options.

(2) Bodily Harm: Any physical pain, injury, illness, or impairment of physical or mental condition as defined in Wisconsin State Statutes 939.22(4).

(3) Chemical Agents: An Agency authorized control alternative to be applied by properly trained police officers under justifiable circumstances.

(4) Intervention Options: Presence, dialogue, control alternatives, protective alternatives, and deadly force.

(5) Counter Measures: An opposing measure, taken in response to the actions of another.

(6) Deadly Force: The intentional use of a firearm or other instrument, the use of which would result in a high probability of death.

(7) Defense And Arrest Tactics (DAAT): A training program for law enforcement that is a system of verbalization skills coupled with physical alternatives.

(8) Escalate /De-escalate: To increase/decrease the intensity or move to higher/lower level of force or control.

(9) Force: That which changes the state of rest or motion of matter, measured by the rate of change of momentum.

(10) Great Bodily Harm: (ss 939.33(14), Wis. Stats.) Means bodily injury which creates a substantial risk of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily injury.

(11) Handcuffs: An Agency authorized and issued temporary restraining device.

(12) Oleoresin Capsicum (OC): An agent considered to be one control alternative among a number of options.

(13) Probable Cause: In reference to the use of deadly force, it is facts and circumstances known to a police officer which would justify a prudent and reasonable person with the knowledge, training and experience of a police officer to believe that a suspect committed a crime involving the infliction or threatened infliction of great bodily harm.

(14) Unlawful Force: Force, including confinement, which is employed without the consent of the person against whom it is directed, and the employment of which constitutes an offense or a wrongful act, whether intentional or accidental, from which injury occurs to another, or would constitute such offense for a defense (such as the absence of intent, negligence, or mental capacity; duress; youth; or diplomatic status) not amounting to a privilege to use the force.

(15) Physical Force: Intervention using bodily activity or equipment.

(16) Physical Intervention: To establish and maintain control with the use of specific psychomotor skills.

(17) Control Alternatives: To overcome passive resistance, active resistance, or their threats.

(18) Protective Alternatives: To overcome continued resistance, assaultive behavior, or their threats.

SEC. 1.3.2 USE OF DEADLY FORCE

Parameters for use of Deadly Force:

(A) Police officers are authorized to fire their weapons in order to:

(1) Protect the police officer or others from what is reasonably believed to be an immediate threat of death or great bodily harm; or

(2) Prevent the escape of a fleeing felon whom the officer has probable cause to believe, based on known facts will pose a significant threat to human life should escape occur.

(B) Before using a firearm, police officers shall identify themselves and state their intent to shoot where feasible.

(C) A police officer may also discharge a weapon under the following circumstances:

(1) During range practice or Agency authorized shooting events.

(2) To euthanize an animal that represents a threat to public safety, or as a humanitarian measure where the animal is seriously injured.

(D) Police officers shall adhere to the following restrictions when their weapon is exhibited:

(1) Except for maintenance or during training, police officers shall not draw or exhibit their firearm unless circumstances create reasonable cause to believe that it may be necessary to use the weapon in conformance with this policy.

(2) Warning shots are prohibited.

(3) Deadly force shall not be used when less force would be sufficient to affect an arrest.

(4) Police officers shall consider the substantial danger of injury to an innocent person when discharging their weapon.

(5) Police officers shall not discharge firearms into buildings or through doors, windows, or other openings unless the person lawfully fired upon is clearly visible.

(6) Police officers shall not discharge firearms from or at a moving vehicle unless the officer reasonably believes that the occupant(s) of the vehicle are using or are about to use deadly physical force against the officer or another person.

(7) Deadly force shall not be used when a police officer is in doubt as to whether or not legal justification exists to use deadly force.

(8) Police officers shall not unnecessarily or unreasonably endanger themselves or the public in applying this policy to actual situations.

Parameters for use of non-deadly force:

(A) Where deadly force is not appropriate officers should assess the incident in order to determine which non-deadly technique or issued equipment will best de-escalate the incident and bring it under control in a safe manner.

(B) Police officers are to use Agency approved non-deadly force techniques and issued equipment for resolution of incidents as follows:

(1) To protect themselves or another from physical harm;

(2) To restrain or subdue a resistant individual;

(3) To bring an unlawful situation safely and effectively under control.

(C) Police officers shall use only that amount of force reasonably necessary to control a situation, affect the arrest of an offender, or to control a person.

(D) Police officers shall not continue to use force, except necessary physical restraint, after an individual has ceased to resist or has discontinued attempting to escape or elude apprehension. Conduct of only passive resistance by the person justifies only his bodily removal and transport from the scene of the incident.

(E) Police officers involved in such situations shall display as much regard for the offender's safety and welfare as is possible under the circumstances. Unless circumstances dictate otherwise, all persons arrested will be handcuffed, searched and then transported in a police vehicle.

(F) Defense and Arrest Tactics (DAAT). This Agency hereby adopts the State of Wisconsin Training and Standards Bureau Disturbance Resolution in the use of force and standards. This is a system designed for police for the primary purpose of self-defense. This system includes the intervention options, which involves a wide range of non-consensual compliance techniques ranging from: Presence, Dialog, Control Alternatives, Protective Alternatives, and Deadly Force. This system should define the degree and type of force to be used in controlling suspects, as well as tactics employed for weapon retention and the use and application of handcuffs. Proficient officer skills should include having at their disposal a variety of equipment and techniques that will allow them to respond appropriately to resistant or dangerous individuals.

(1) An officer shall use only that amount of force which is necessary and reasonable in the performance of their law enforcement duties.

(2) Under no circumstances shall an officer continue to use force against an individual who has ceased to resist.

(3) When an individual only offers passive resistance to arrest, the officer shall bodily remove and transport the individual with as much regard to the individual's safety and welfare as reasonable, practical, and possible.

(4) All officers involved in a use of force incident shall be responsible for documenting all uses of force with a written chronological narrative detailing specifics of the circumstances of the incident in accordance with the criteria established in the Officer's Use of Force Narrative Report Checklist. Use of force incidents not involving the discharge of a firearm or a personal injury shall be contained within the chronological narrative of the Agency Officer's Report, unless directed otherwise. In addition to the required detailed report, officers shall complete the appropriate Use of Force Resulting in Personal Injury--Firearms Discharge Report form, for any use of force incident that results in or is alleged to have resulted in a personal injury or death to a person or the discharge of a firearm.

SEC. 1.3.3 FLEEING FELONS

(A) Use of deadly force on a fleeing forcible felony suspect is prohibited unless the officer has probable cause to believe that the use of deadly force is warranted based on the limitations of this directive.

SEC. 1.3.4 POLICY DISTRIBUTION

(A) All sworn personnel shall be instructed in the Agency's policy and procedure regarding the use of force and the use of deadly force before they are authorized to carry a firearm.

SEC. 1.3.5 WARNING SHOTS

(A) The discharge of a firearm for the purpose of a "warning shot" is prohibited without exception.

SEC. 1.3.6 OFF DUTY WEAPONS AND AMMUNITION

(A) Off duty weapons are those weapons carried by Agency police officers for a police purpose consistent with the duties and responsibilities of the police profession.

(B) Carrying Off Duty Police Weapons.

(1) The wearing of weapons when off duty is not required. It is not recommended that officers carry weapons when off duty and out of their jurisdiction.

(2) No officer should carry a firearm when it is that officer's intention to consume alcoholic beverages or engage in any type of activity which may unnecessarily subject the officer or others to unprofessional situations.

(C) It is the policy of this department that officers carry only Agency authorized and issued weapons for official duty purposes.

(D) Approval and Registration. Other than Agency issued equipment, any off duty weapon must be approved, registered, and authorized by the Chief of Police. Information required will be as follows: Type of weapon, make, model, serial number, caliber, type of operation, any holster, carrying device and a written request detailing the reason(s) and need(s) for the officer to carry an off duty weapon.

(1) Any ammunition used in this weapon must be approved by the Chief of Police and satisfy the same requirements as duty ammunition.

(2) Off duty weapons must meet the criteria set out in Section 1.3.12 of this directive. Officers must qualify with their off duty weapons according to the requirements of the Agency weapons qualification program at no expense to the Agency.

SEC. 1.3.7 NON-LETHAL WEAPONS

(A) The police baton, OC aerosol, Taser, and less-than-lethal projectiles are the only Agency authorized and issued less-than-lethal weapons and ammunition an officer may carry and use if properly trained in while on duty.

(B) Police officers are prohibited from carrying or using blackjacks, saps, weighted gloves, bludgeons, metal knuckles, switchblade knives, num-chucks, or similar type weapons.

(C) Police officers are prohibited from carrying and using chemical ordinance materials except as authorized by this policy.

(D) Agency employees may carry a pocketknife upon approval of the Chief of Police. Agency employees may carry a pocketknife in an Agency approved closure type pouch worn on the uniform belt, upon approval of the Chief of Police.

(E) Flashlights should be utilized for illumination purposes only. Their use as weapons shall be prohibited except in emergency situations where the use of it would be justified but not trained.

(F) OC Aerosol

(1) Properly trained Agency officers shall carry an Agency approved and issued OC aerosol to overcome active resistance, or its threat.

(2) Training shall be provided by the Agency in the storage, use, and decontamination of the OC aerosol. This training should: present principles, skills and techniques of understanding and using OC; control violent and aggressive behavior; reduce personal injury to officers, subjects, and the general public; increase an officer's confidence in physically threatening situations; reduce the exposure of civil liability of the officer and the employer for unnecessary or improper force used to control violent and aggressive persons.

(3) OC is an additional control alternative and is not intended to replace a firearm, baton, or any other authorized piece of equipment, nor is it intended to replace defense and control techniques that are used within the force options .

(4) The effects of OC may vary from person to person. The concentration level and the way it is used by the officer has an effect on the outcome. OC has a history of having extremely high and positive results, but is not effective 100% of the time. Proper training is a major factor.

(5) OC should be delivered in a short "approximately 1 second" burst to the face from a distance of 4 to 6 feet. If administered properly the officer should see the following results:

a. The subjects eyes should begin to open and close rapidly or will close completely.

b. The subjects face will appear to redden and have a flushed appearance.

c. The mucous membranes in the nose, lips, and mouth may also swell.

d. If OC is inhaled by the subject, the respiratory system will be inflamed causing coughing, gagging and gasping for breath.

(6) The above listed physiological diversions can cause confusion and disorientation in the subject. Some common symptoms of the effects of OC are listed below:

a. Hands go directly to the face, dropping whatever is in the hands.

b. Upper body bends forward.

c. Subject shakes uncontrollably.

d. Weakness in the legs. The subject gropes around on the floor.

e. Subject goes to the hands and knees for stability.

f. Inability to hear what the officer is saying.

g. The muscles of the body become rigid and the subject may not respond to commands.

(7) The diversion of pain in the eyes and face, and gasping for air produces an involuntary response which indirectly addresses our most basic fears (blindness, suffocation) and causes confusion and disorientation and distracts the focus of the brain.

(8) OC After Use Guidelines.

a. After spraying the subject(s), the officer should allow the OC agent to drop (5-10 seconds) and verbalize proper commands. Approach the subject as you would any dangerous person and use proper restraint and control methods.

b. Subjects who are sprayed with OC should be monitored and verbally reassured that they are safe and that they will be all right. The subjects should be told to calm down and try to breath normally.

c. Subjects who are sprayed should be removed to fresh air and faced into the wind when possible. They may be allowed to use cool water to rinse the OC from their face. Encourage them to open their eyes and flush with cool water. Ice may be applied if burning persists. DO NOT RUB. Cool water will allow even quicker recovery from the effects. If any subject(s) sprayed with OC is wearing contact lenses, they should be permitted to remove them. Using soap and water will remove resin from the skin. The subject(s), if wet, OC should dry before transporting. This will only take a few minutes and will probably be accomplished before the subject(s) can get into a vehicle. If the subject(s) is still wet with the OC product the transporting officer could become slightly contaminated.

d. Get medical attention if the subject(s) request it or if the symptoms persist beyond 45 minutes.

e. A use of force report is to be made every time an OC product is used.

(G) Baton.

(1) Properly trained uniformed Agency officers shall carry an Agency approved and issued baton for defense in physical confrontations.

(2) Training shall be provided by the Agency in the use of the baton.

(3) The baton may be used to subdue a violently resisting subject, in self-defense, or in defense of another, if lesser methods have failed, or in circumstances warranting its immediate use.

(4) The baton's primary purpose is to deliver blows to the body of an actively resisting subject in an effort to stop the immediate threat upon the officer.

(5) Blows delivered with a baton shall be delivered only to those vulnerable areas of the body which will render the opponent temporarily incapacitated, but will not cause great bodily harm.

(6) Body areas that should be avoided if possible are:
a. Head area;

b. Neck area;
c. Throat area;
d. Armpit area;
e. Chest Cavity area; and
f. Colon area.

(7) Good frontal target areas are:
a. Knee area;
b. Elbow area; and
c. Lower Abdomen.

(8) Good rear target areas are:
a. Knee area; and
b. Elbow area.

(9) The baton may also be used as a barricade or repelling device in crowd control situations.

(10) This section is not intended to prohibit the accidental or unintentional striking of an individual above the shoulders which may occur as a result of the person's own resistance.

(11) A use of force report is to be used every time a baton is used in the line of duty.

(H) Chemical Agents and Equipment.

(1) This Agency may maintain chemical ordinance materials and equipment under the control of the Combined Tactical Unit Commander. The Combined Tactical Unit Commander shall periodically inspect and replace chemical ordinance materials and equipment as necessary. Outdated supplies shall be disposed of in a safe and appropriate manner.

(2) Training shall be provided to officers as necessary on the handling and use of chemical ordinance materials, with only properly trained officers eligible to use chemical ordinance materials and equipment in field situations.

(3) The Combined Tactical Unit Commander shall be responsible for maintaining:

a. Adequate chemical ordinance supplies and equipment;
b. Inventory and disposal controls;
c. Reports and documents of chemical ordinance incidents;
d. Training records.

(4) The use of chemical ordinance materials shall require the authorization of the Combined Tactical Unit Commander, and/or Assistant Combined Tactical Unit Leader.

(5) Agency authorized chemical munitions and diversionary devices including but not limited to chemical agents and/or delivery systems, entry explosives, concussion devices, and diversionary devices shall be limited to use by properly trained officers of the Combined Tactical Unit under the direction of the Combined Tactical Unit Commander or designee Leader. The Combined Tactical Unit Commander or designee is authorized to use special weapons, devices and/or tactics to resolve field situations provided that only lawful and necessary force be used in accordance with the requirements of this policy. The utilization of Combined Tactical Unit personnel, equipment and/or tactics shall be made with due regard for the safety of all involved in a field situation. The Combined Tactical Unit Commander or designee shall be responsible to document in detail the use of chemical munitions, diversionary devices, and any injuries to person(s) resulting from deployment of the Combined Tactical Unit.

(6) Combined Tactical Unit objectives, guidelines, and policy are contained In Combined Tactical Unit policy.

(I) Taser Electronic Restraint Device

(1) It is the policy of the City of Princeton Police Department that officers shall use only that amount of force that is reasonably necessary to achieve a lawful objective. The force used by an officer should only be that reasonably required to overcome the resistance being offered by an offender or the person the officer is trying to control.

Officers of the City of Princeton Police Department who have been trained by a designated instructor for the use of the Taser may carry and deploy the Taser in accordance with this policy.

(2) The purpose of a Taser is to overcome active resistance or the threat of assaultive behavior. The Taser is designed to cause the immediate, temporary cessation of violent behavior. The use of the Taser will depend on the subject's behavior and the distance of the subject from the officer. The Taser is an effective weapon that may resolve situations quickly; and in a method less likely to result in injury to the officer and the subject.

The Taser is not a replacement for the deadly force option and should not be used without deadly force option back up in those situations where there is a real threat towards the officers involved in the situation. Because the Taser emits an electrical charge, it should not be used in areas that are potentially flammable.

(3) Definitions: X26 Taser Electronic Restraint Device (hereinafter referred to as Taser): A device that fires two darts connected to the device by fine wires. Once in place, electricity can be discharged into the subject at the control of the Taser operator. The subject should normally be immobilized and dazed by the electricity long enough for officers to apply restraints. Manufacturers claim that the Taser under normal conditions cause no permanent damage; however, precautions in its use shall be followed in accordance with provisions of this policy.

(4) Procedure: When the Taser is used on a subject the following procedure shall be followed:

a. The Taser may be used when use of Non-Deadly Force is necessary.
b. The Taser shall be used according to Department trained standards.
c. A Supervisor shall be notified as soon as reasonably possible.
d. If the Taser is used to gain control of a subject, and if the Taser barbs become imbedded in sensitive tissue areas, i.e. neck, face, groin or the breast of a female, officer shall arrange transport to a medical facility for removal. If the probes are imbedded in other non-sensitive tissue areas, a trained officer may remove them according to the trained procedures.
e. Expended Taser darts shall be treated as a biohazard.
f. If the subject requests medical attention, the officer should seek medical attention immediately. An examination should be conducted by CHN - Berlin Memorial Hospital staff to determine whether the individual has suffered an injury, either directly or indirectly from the Taser discharge.
g. The appropriate use of force report shall be completed and made part of the original case. It will be reviewed by the officer's direct supervisor.
h. Maintenance
    1. A Taser Certified Instructor shall properly maintain the Taser according to manufacturer's specifications.
    2. The Taser should not be left in direct sunlight due to the possible adverse effects on plastic parts.

3. A Taser Certified Instructor shall develop a testing and maintenance schedule for all agency Tasers and their component parts.

SEC. 1.3.8 NON-ISSUED PERSONAL FIREARMS

Firearms acquired by agency members for a police purpose which do not meet the duty weapon specifications as required in this directive must pass the personal inspection and be approved and authorized by the Chief of Police.

The qualification procedures required in this directive must be met before authorization to carry such personal firearms off duty is granted.

SEC. 1.3.9 REPORTING REQUIREMENTS--DISCHARGE OF FIREARM

Whenever an officer is responsible for an unwanted or intentional discharge of a firearm while on or off duty (other than during firearms training, hunting, or participation in sporting or recreational events), or the unwanted or intentional use of deadly force by any means, the following notifications and reports shall be made:

(A) Used on or Directed Against a Person. The officer shall immediately notify the GLSO Communications Center or Duty Shift Supervisor. The GLSO Communications Center shall be responsible for notifying the Duty Shift Supervisor in the event they receive first notification. The Duty Shift Supervisor shall notify the Chief of Police in charge of the Use of Force Review Team, or other Chain of Command Supervisor in the absence of the Chief of Police. The officer, unless incapacitated, shall complete written officer's reports required by this policy detailing specifics of the circumstances of the incident. The reports shall be completed no sooner than twenty four (24) hours after the incident. If the incident occurred while the officer was off duty, the report will be completed at the direction of the Chief of Police or other Chain of Command Supervisor.

(B) Used Against an Animal. In the event a firearm is used against an animal, the officer should notify the GLSO Communications Center and the Duty Shift Supervisor prior to discharge. The officer shall complete written officer's reports required by this policy detailing specifics of the circumstances of the incident prior to going off duty that day. Destruction of injured, diseased, or dangerous animals shall be in accordance with Agency policy, guidelines and regulatory provisions.

(C) Unwanted Discharge Without injury. The officer shall immediately notify the Duty Shift Supervisor and complete written officer's reports required by this policy detailing specifics of the circumstances of the incident prior to going off duty that day. This report shall immediately be forwarded to the Chief of Police or other Chain of Command Supervisor in the absence of the Chief of Police. The Chain of Command Supervisor in charge shall review the circumstances of the incident if necessary for the Use of Force Review Team.

(D) First Aid and Medical Assistance. In the event a person is injured as a result of the use of force, officers on the scene shall immediately provide available first aid or request any necessary medical assistance for the injured person(s) as soon as the scene is secure.

SEC. 1.3.10 PROFICIENCY IN THE USE OF AUTHORIZED WEAPONS

(A) Only officers demonstrating proficiency in the use of authorized weapons shall be allowed to carry them.

(B) Proficiency shall include achieving a qualifying score in training sessions, displaying knowledge of the laws concerning the use of firearms, and exhibiting a familiarity with safety procedures for the use of authorized weapons.

SEC. 1.3.11 ANNUAL QUALIFICATIONS

(A) Each sworn officer must qualify with any firearm that the officer is authorized to use.

(B) This program includes the following qualification schedule:

(1) Duty Weapon: Biannual qualification.

(2) .223 Tactical Rifle: Biannual qualification.

(3) Off Duty Weapon: Biannual qualification.

(4) Duty Ammunition: Biannual qualification.

SEC. 1.3.12 AUTHORIZED DUTY WEAPON AND AMMUNITION

(A) Duty Weapon. An Agency approved and issued semi-automatic pistol shall be the primary duty weapon authorized by the Agency and only the issued weapon shall be carried by Agency officers while on duty.

(B) Holsters. All Agency approved and issued on duty weapons shall be carried in an agency approved and issued holster.

(C) Ammunition Requirements. Only Agency approved and issued ammunition shall be carried by Agency officers while on duty. Uniformed officers are required to carry two (2) full magazines of ammunition in addition to the loaded magazine in the weapon. Plain clothes officers are required to carry a minimum of one (1) full magazine of ammunition while on duty.

(D) Requirements, Exceptions, and Prohibitions.

(1) Special exceptions to this section may be granted to personnel as deemed appropriate by the Chief of Police.

(2) Secondary on-duty weapons are prohibited.

(3) Any modification to the on-duty weapon shall be approved by the Chief of Police.

(4) Any modification to the on-duty holster shall be approved by the Chief of Police.

(5) Carrying of any non-issued Agency authorized ammunition while on duty shall be prohibited unless approved by the Chief of Police.

(6) Every officer of the Agency shall be required to carry the Agency authorized and issued service pistol while on duty except when engaged in the processing of prisoners within a confinement facility, when the presence of such weapon might jeopardize the outcome of a covert operation or investigation, or when other special circumstances prevail, which, in the judgment of Chain of Command Supervisors, renders execution of this requirement impractical or undesirable. Weapons shall be kept out of reach of the public. When they are removed for any purpose, they must be placed in a secured area, except under conditions of extreme emergency.

a. The agency authorized and issued semi-automatic pistol is to be carried in the following manner:

- The weapon is to be carried with the magazine full and one (1) round in the chamber.
- In those instances as specified in this directive, when the use of deadly force is authorized, the officer when removing the weapon from the holster can fire the weapon simply by pulling the trigger.
- When these authorized pistols are carried as off duty weapons, the same procedure outlined above shall be followed.
- Weapons are to be holstered when carried on duty and off duty unless they are being used in the performance of their official duties.

(7) Care, Maintenance, Security, and Range Safety of Weapons.

a. Care. Officers shall regularly inspect firearms assigned to or carried by them for function integrity and signs of corrosion or deterioration. Officers shall be responsible to report any defects to the Chief of Police and maintaining weapons under their control in good working order.

b. Cleaning. Officers shall clean firearms after practice, training, or qualification use. Firearms discharged in deadly force situations or by unwanted discharge situations are not to be cleaned without approval of the Chief of Police in charge of the Use of Force Review Team.

c. Inspection and Testing. The Chief of Police shall be responsible for ensuring that all Agency issued firearms are thoroughly cleaned, inspected and tested at least once per year. A schedule shall be devised so that the inspection and testing shall not conflict with individual officer's work assignments. All other Agency weapons shall be field stripped and thoroughly cleaned after each use. Before reassembly, firearms shall be inspected for abnormal wear and function integrity. Any firearm that is not functioning properly shall be removed from service and repaired.

(8) Displaying Weapons for Inspections. Except in the performance of their official duties or upon demand of a superior or inspecting officer, personnel shall refrain from displaying any firearm or other weapon to anyone.

(9) Procedure for Inspection. When an officer's weapon is inspected by a higher ranking officer, the following procedure is to be used with the semi-automatic pistol: Keeping your finger away from the trigger, remove the magazine, eject the chamber round and lock the slide in the open position. Present the weapon for inspection.

(10) Security and Safety Considerations. Officers shall be responsible for the security and use of firearms under their custody and control. Officers shall be responsible for the security of their issued firearm while stored off duty. This Agency shall issue a gun locking device to each officer. Officers should recognize the importance of home security by locking their firearm while stored off duty.

(11) Duty and Safety Considerations.

a. Every employee of the Agency shall be required to be knowledgeable regarding weapon safety and comply with safety procedures and policy. When the service pistol is carried, it shall be carried in accordance to the provisions prescribed by this policy.
   - The trigger finger shall not be placed on the trigger or even inside the trigger guard until/unless the weapon is in the fire position and pointed in the general direction of the target.

b. When unloading the service pistol, withdraw the magazine before removing the gun from the holster.
   - Lock the slide to the rear.
   - DO NOT catch or trap bullet and DO NOT cover the ejection port with fingers or hand.
   - Never hand the weapon to anyone unless it has been unloaded, locked open and visually inspected.

c. No one shall put on or take off a gun belt and/or holster with a gun in it. Guns will be placed in holsters after the holster is on and be removed from holsters before the holster is taken off.

d. When removed for any purpose, the service pistol must be placed in a secured area not accessible to the public and/or Agency employees, except under conditions of extreme emergency.
   - The service pistol shall be unloaded, locked open, visually inspected and stored in a secured area when not in use in accordance with the provisions of this policy.

(12) Range Safety. The Chief of Police and/or a Firearms Instructor will be present at and in charge of any Agency firearms training. Officers shall be knowledgeable of safety considerations and range rules.

SEC. 1.3.13 USE OF FORCE INCIDENT REPORTS REQUIRED

(A) Whenever an officer threatens the use of force upon any person and draws/displays a weapon/instrument, the officer shall detail the specifics of the circumstances of the incident in a written Agency Officer's Report in accordance with the criteria established in the Officer's Use of Force Narrative Report Checklist.

(B) Whenever an officer takes action by any means employing the use of force, the officer shall prepare a written officer's report required by this policy detailing specifics of the circumstances of the incident.

(C) Whenever an officer takes action by any means that results in or is alleged to have resulted in a personal injury or death to a person or the discharge of a firearm for any purpose, the officer shall prepare a written officer's report required by this policy detailing specifics of the circumstances of the incident and complete a Use of Force Resulting in Personal Injury--Firearms Discharge Report.

(D) If an officer is incapacitated or otherwise unable to initiate the report, the Chief of Police shall initiate the report.

(E) All officers involved in or a witness to any use of force incident shall prepare a written officer's report detailing specifics of the circumstances of the incident.

(F) Whenever an Agency incident results in or is alleged to have resulted in accidental or intentional injury/death to a person, including the use of non-lethal weapons or the unlawful use of force, the Chief of Police may request another Agency to conduct an independent investigation.

SEC. 1.3.14 PROCEDURE FOR REVIEWING USE OF FORCE INCIDENTS

(A) All Agency incident reports involving the use of deadly or non-deadly force by officers shall be completed for review by the Chief of Police as soon as possible and practical.

(B) The Chief of Police shall review whether the circumstances of an incident warrant an investigation into the officer's use of force or failure to use necessary force by the Use of Force Review Team as authorized under this Agency policy.

(C) Use of Force Review Team. The purpose of the Review Team shall be to preserve the integrity of the Agency in its relationship to the community through professional and impartial investigations of police uses of force. The Use of Force Review Team shall consist of the following personnel:

(1) Chief of Police;

(2) City Attorney;

(3) One Agency officer selected by the Chief of Police;

(D) If the involved officer is incapacitated and cannot designate an officer to serve on the Review Team, the Chief of Police shall select an officer to represent the involved officer. The selectee is subject to the approval of the involved officer(s) should the officer(s) cease to be incapacitated prior to the completion of the investigation.

(E) In the event any of the specified Use of Force Review Team members is an involved officer in an incident to be reviewed or unavailable, a majority of the remaining members of the Review Team shall select a suitable replacement.

(F) Use of Force Review Team Duties. The Use of Force Review Team shall investigate all of the following incidents:

(1) All incidents involving the accidental or intentional discharge of a firearm.

(2) The accidental or intentional use of deadly force by an officer, whether or not injury or death occurs; and/or failure of an officer to employ adequate use of force to control an incident.

(3) Incidents involving the discharge of a firearm to dispatch an animal or unwanted discharge without injury or serious property damage may be investigated by the involved officer's Duty Shift Supervisor at the discretion of the Chief of Police in charge of the Use of Force Review Team. A report meeting the criteria of this policy shall be submitted to the Chief of Police who shall review the incident and recommend to the Chief of Police whether the Use of Force Review Team should be convened to formally review the incident.

(4) All incidents resulting in serious injury to a person by an officer's use of force.

(5) The Chief of Police shall have authority to order the investigation of any incident by the Use of Force Review Team.

(6) The Chief of Police shall be responsible and have authority to conduct or supervise and control internal affairs investigations pursuant to the provisions of the Internal Affairs policy of this Agency.

(7) Any incident or complaint received from a citizen alleging allegations falling within the parameters of the use of force provisions of the Internal Affairs policy shall be referred for investigation pursuant to the Internal Affairs policy.

(G) Use of Force Review Team Investigation.

(1) The Chief of Police in charge of the Use of Force Review Team or other Chain of Command Supervisor upon notification of an incident shall be responsible for requesting all members of the Review Team to report to a designated location to conduct an investigation.

(2) The Chief of Police shall secure the scene until the arrival of the Review Team. Officers on the scene not assigned to the Review Team are responsible for resolving the emergency situation, preserving items of evidence, isolating witnesses or officers involved in the incident as necessary.

SEC. 1.3.15 USE OF FORCE INVESTIGATION AND REPORT

The Use of Force Review Team shall conduct a thorough investigation of the incident and shall submit a written report of its findings and conclusions to the Chief of Police. The purpose of the Use of Force Review Team shall be to discover all the facts surrounding the incident, to enumerate in detail those facts including but not limited to a description of how the investigation was conducted; a listing of all facts established by the investigation, and any points of disagreement between members of the Review Team into a formal, internal written report and, in addition, to make recommendations as to:

- Criminal action against individuals;
- Administrative action against individuals;
- Commendations of individuals;
- Changes in Agency policy, guidelines, procedures, training curriculum, or personnel.

(A) The Use of Force Review Team shall include a finding that the officer's use of force was:

(1) Justified and consistent with Agency policy;

(2) Justified, but contrary to Agency policy with extenuating circumstances present.

(3) Not justified, contrary to Agency policy.

(B) The Chief of Police shall ensure that all reasonably necessary resources are placed at the disposal of the Review Team, and that the Review Team has the full cooperation of all Agency employees, but the Chief of Police shall otherwise maintain a hands-off posture with respect to the Use of Force Review Team investigation.

(C) The Chief of Police may take whatever action he deems appropriate upon receipt of the Review Team's report. The Chief of Police shall forward a copy of the Review Team's report to the involved officer(s).

SEC. 1.3.16 ADMINISTRATIVE--LEAVE/ADMINISTRATIVE--DUTY/TRAUMA COUNSELING

(A) Administrative Leave.

(1) Any officer who uses force which results in death shall be placed on an administrative leave of absence by the Chief of Police.

(2) Administrative leave shall be assigned without any loss of pay or benefits pending the results of the investigative process.

(3) Administrative leave shall not be interpreted to imply or indicate that the officer acted improperly.

(4) While on administrative leave, the officer shall:
   a. Remain available for official departmental interviews and statements regarding the incident.
   b. Refrain from any public discussion of the incident.
   c. Be subject to recall to duty at any time by the Chief of Police.

(5) Prior to returning to full duty the officer shall:
   a. Submit to a psychological evaluation unless otherwise directed by the Chief of Police.
   b. Re-qualify with a weapon to Agency standards if the incident is a shooting that involved death or injury.

(B) Administrative Duty.

(1) Any officer involved in a use of deadly force incident may be placed on administrative duty for a period of time as deemed appropriate by the Chief of Police.

(2) Administrative duty is not to be interpreted to imply or indicate that the officer acted improperly.

(3) When an officer is assigned to administrative duty under these circumstances, the officer shall:
   a. Refrain from the routine exercise of police arrest and intervention powers.
   b. Refrain from any public discussion of their assignment or of the incident.
   c. Be responsible for compliance with all laws and Agency rules, regulations, directives, and policies except those from which the officer has been specifically exempted by this order.

(C) Trauma Counseling.

(1) In a use of force incident that involves death or great bodily harm, the involved officer may be required but not limited to:

   a. Undergo a trauma counseling session with a psychologist/ psychiatrist selected by the Chief of Police as soon as practical after the incident. This session should be within seventy-two (72) hours of the incident.
   b. Submit to a psychological/psychiatric evaluation prior to returning to duty.
   c. Submit to a follow-up session six (6) months after the incident.
   d. Submit to a follow-up session one (1) year after the incident.

(2) All trauma counseling and psychological/psychiatric services shall be paid for by the Agency.

(3) The purpose of these services shall be to provide the officer with an appropriate means of dealing with the psychological impact of the incident.

(4) The psychologist/psychiatrist shall only be required to make recommendations to the Chief of Police related to the officer's duty status, assignment, or the need for further counseling.

(D) Post-Shooting Incident Procedures. Guidelines shall be uniformly applied following any officer involved shooting incident that has resulted in death or great bodily harm, in order to minimize the chances that involved personnel will develop or suffer from post-traumatic stress disorder.

OFFICER'S USE OF FORCE NARRATIVE REPORT CHECKLIST

(A) BACKGROUND INFORMATION:

(1) Case number, Day, Date, Time.

(2) Specific location of incident.

(3) Officer(s) involved.

(4) Subject(s) involved.

(5) Witnesses.

(B) APPROACH:

(1) Decision making.
- a. Complaint/Dispatched/Duty Assignment/Uniformed.
- b. Reasonable "articulable" suspicion for detention.
- c. Reasonable "articulable" suspicion for frisk.
- d. Probable cause.
- e. Other reasons for being there.

(2) Tactical Approach--How did you approach?

(3) Threat Assessment.
- a. Number of participants.
- b. Officer/subject factors.
- c. Age.
- d. Sex.
- e. Size.
- f. Skill level.

(4) Assessment Opportunities (of suspect).
- a. Level of resistive tension.
- b. Early warning signs.
- c. Conspicuously ignoring.
- d. Excessive emotional attention.
- e. Exaggerated movement.
- f. Ceasing all movement.
- g. Known violent background.

(5) Suspect's Pre-Attack Postures.
- a. Boxer Stance.
- b. Hand set.
- c. Shoulder shift.
- d. Target glance.
- e. Thousand-yard stare.

(6) Special Circumstances.
- a. Officer's reasonable perception of threat.
- b. Sudden assault on officer.
- c. Officer's ability to escalate force rapidly.

d. Officer's physical positioning.
e. Officer's special knowledge.
f. Officer injury or exhaustion.
g. Other special circumstances.
h. Additional components.

(C) SUBJECT'S BEHAVIOR--OFFICER'S ACTIONS:

(1) Presence.

(2) Dialogue.

(3) Control Alternatives

(4) Protective Alternatives

(5) Chemical Weapons - Specify Type and Quantity.

(6) Other Weapons/Instruments.

(7) Firearm.

(D) FOLLOW THROUGH:

(1) Stabilization--Handcuffing Procedure.
a. Search after handcuffing.

(2) Monitoring or Debriefing Procedure.

(3) Search Procedure.

(4) Escort Procedure.

(5) Transportation Procedure.

(6) Turning Over Custody--Uncuffing Procedure.

(7) Additional Comments.

(E) INVESTIGATIVE FINDINGS:

(1) Background Information.

(2) Medical/Psychological History.

(3) Booking Information.

(4) Post-Booking Information.

(5) Other Information.

RESOLUTION NO. 2014-11

RESOLUTION TO SELL PROPERTY LOCATED IN THE CITY OF PRINCETON TO GAGNE FORD, INC.

The Common Council of the City of Princeton does hereby create a resolution as follows:

WHEREAS, the City of Princeton owns real estate in the City of Princeton which the Gagne Ford, Inc. a Wisconsin Incorporated Company wishes to acquire; and

WHEREAS, the City of Princeton has entered into negotiations with Gagne Ford, Inc. and agrees to sell the following described property for the Gagne Ford, Inc. and more particularly described as:

Being a Part of Government Lot 1 of Section 24, T.16N., R.11E., City of Princeton, Green Lake County, Wisconsin, described as follows:

Commencing at the Southwest Corner of said Section 18; thence N.71°54'17"W., 996.64 feet to the North Right-of-Way (ROW) of S.T.H. "23" and to the Southwest corner of Outlot 1 of Certified Survey Map (CSM) 3291; thence S.83°06'15"E., 23.17 feet along the South Line of CSM 3291 (and said ROW); thence N.06°51'08"E., along the East Line of CSM 3291, 20.13 feet; thence N.85°40'18"E., along the South Line of CSM 3291, 39.28 feet, to the Point of Beginning (POB); thence N.06°53'45"E., along the East Line of CSM 3291, 83.40 feet; thence S.83°06'15"E., 343.57 feet to the Northeast corner of Lot 2 of CSM 3157; thence S.83°15'03"W., 353.55 feet to the Point of Beginning.

Tax Key No. 274-00689-0000

NOW THEREFORE, BE IT RESOLVED, that the City of Princeton does hereby authorize to sell the above-mentioned parcel to Gagne Ford, Inc.

BE IT FURTHER RESOLVED that the City of Princeton Mayor and City Administrator are authorized to execute the necessary documents to effectuate the transfer.

PASSED, APPROVED, AND ADOPTED, this 9th day of September 2014

_____ Ayes

_____ Nays

_____ Absent

_____
LEONARD WIELGOSH, Mayor

_____
MARY LOU NEUBAUER
City Administrator/Clerk/Treasurer

This instrument was drafted by:
Attorney Ludwig L. Wurtz
Wurtz Law Office
P.O. Box 603
Ripon, WI 54971-0603

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Eric Koehn
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council

From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer

Date: September 9, 2014

RE: Budget Meeting Schedule

September 23 and October 14, 2014: Departments will be presenting their proposed budgets at the Regular City Council Meetings.

October 28, 2014: Council will have a general discussion on the budget as a whole with final review taking place.

November 11, 2014: The water, sewer, and electric budgets will be discussed this evening if they weren't covered on 10/28. (The utility departments are not part of the public hearing/tax levy but get reviewed as there are expenses which are included in multiple accounts and intermingled)

November 25, 2014: Public hearing and budget resolution adopted.
(Notice to paper 11/3 with Publication date 11/6)

November 25th is Thanksgiving/Deer Hunting week so if this date is a problem for Council members to attend, the meeting could be moved up a week to November 18th.
(Notice To paper 10/27 and Publication Date 10/30)

CITY OF PRINCETON

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City Administrator
Mary Lou Neubauer

COUNCIL REPORT

To: City Mayor, Common Council

From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer

Date: September 9, 2014

RE: Sewer Rate Review

The City Ordinance outlines the policy for the sewer rates which state there shall be sufficient revenue to cover the cost of:

1) **Annual operating expenses**
2) **Debt payments (Principal and Interest)**
3) **Cash Reserve Account (also noted as Depreciation - funds set aside to cover future expenditures covering capital improvements**

Operating expenses include cost of running the WWTP system; maintaining our infrastructure; administrative costs and supplies and auxiliary expenses which come forward.

Over the past few months staff has been reviewing financial statements from the past four years. Following are a few points taken from the reports

- **2013 showed the Sewer Utility met their Annual Operating Expenses (#1)**
- **2013 also showed the Sewer Utility covered their Debt Payments (#2)**
- **The Cash Reserve Account (#3) balance is $163,788.**

1) **The USDA Utility loans require the Utility to have a reserve amount of $201,275 by end of year 2014. It is recommended that annually there is a transfer of funds from the Utility funds to the Reserve (LGIP) account. There has not been a transfer of funds in the past four years. We are presently $37,487 short of our obligation.**

2) **The DNR formerly had a requirement of a Cash Reserve Account specific for the WWTP. This is still a requirement, however does not include a specified amount. Because WWTP expenses are significant and the operation of the system is of top priority to the City, it is important to have an amount specifically designated in the Cash Reserve Account.**

Presently the Amount noted above is serving the duel purpose of USDA loan security (#1 above) and also as the WWTP reserve account (#2).

3) **The operation of the WWTP also includes lift stations and our public infrastructure. With aging sewer mains, the utility has experienced several main breaks in recent years. That is because of our aging infrastructure.**

4) **Presently the City has design work on three street projects which have been shelved due to cost but the projects still need to be done. (Generally the Utility work estimate is about 50/50 water costs vs. sewer costs)**

Water Street from Fulton to Farmer Street – Utility work $238,720/Street work $289,028 (2012 estimate)

Farmer Street from Hwy 23 to South Street – Utility work $600,480/Street work $680,000 (2013 estimate)

Wisconsin/Howard Street blocks – Utility work $253,842/Steet Work $392,816 (2009 estimate)

Cty Trk D – although the project is moved back a year, it is likely the project will still take place which will include utility work at least $75,000.

I have attached a memo you previously received on 7/22/2014 which provides some examples of an increase to the Debt Service Line of the Sewer billing.

*****Please note that the "Blue" lines of the memo shows a 10% or 15% increase of the Debt Service Line only and NOT a 10% or 15% increase to the total bill.**

A 10% increase to the Debt service increases a bill $1.89/month (Residential user) and provides annual revenue of $17,968;
A 15% increase to the Debt Service Line increases a bill $2.84/month (Residential user) and provides an annual revenue of $26,953.

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

CITY OF princeton WISCONSIN
TREE CITY USA
BIRD CITY WISCONSIN
Historic Downtown

City Alderpersons
Mary Ernest
Eric Koehn
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531 S. Fulton Street, PO Box 53, 54968, (920) 295-6612
Where recreation and relaxation come together…

July 22, 2014

The following contains statistical information regarding rate adjustments for the sewer utility. Presently we are looking to only adjust the "Sewer Debt Service" line of the monthly utility bill.

This proposal was decreased from what was previously submitted to Council.

CURRENT INCOME
Sewer Debt Service

Size	Number	Rate	Fees Generated
5/8 or ¾	660	$18.93	$12,493.80
1	10	$47.33	$473.30
1 ½	3	$75.73	$227.19
2	13	$113.60	$1,476.80
4	1	$302.94	$302.94
		Current Monthly Rev. (Approx)	**$14,974.03**
		Current Annual Rev. (Approx)	**$179,688.36**

INCREASE EXAMPLES

Following is the monthly increase for customers with a 10% rate increase (Sewer Debt Service Line only adjusted)

Meter Size	Number	Rate Increase	Fees Generated	Per Month Increase
5/8 ¾	660	$20.82	$13,743.18	$1.89
1	10	$52.06	$520.63	$4.73
1 ½	3	$83.30	$249.91	$7.57
2	13	$124.96	$1,624.48	$11.36
4	1	$333.23	$333.23	$30.29
		Monthly Revenue with Increase	$16,471.43	
		Annual Revenue with Increase	**$197,657.20**	
Debt Service Line Item Increase	**10%**	**Additional Revenue**	**$17,968.84**	

Following is the monthly increase for customers with a 15% rate increase:
(Sewer Debt Service Line only adjusted)

Meter Size	Number	Rate Increase	Fees Generated	Per Month Increase
5/8 ¾	660	$21.77	$14,367.87	$2.84
1	10	$54.43	$544.30	$7.10
1 ½	3	$87.09	$261.27	$11.36
2	13	$130.64	$1,698.32	$17.04
4	1	$348.38	$348.38	$45.44
		Monthly Revenue with Increase	$17,220.13	
		Annual Revenue with Increase	**$206,641.61**	
Debt Service Line Item Increase	**15%**	**Additional Revenue**	**$26,953.25**	

At the August 26th Council meeting a recommendation will be presented. The proposal will include:

- An adjustment to cover existing the existing debt service along with dedicated reserve amounts as required per our USDA loans;
- An adjustment addressing debt, dedicated reserves, and a depreciation account for the WWTP;
- An adjustment addressing debt, dedicated reserves, depreciation for the WWTP, and future sewer projects (some projects noted below).

Upcoming Projects:

- County Trk D rebuilding. Roadwork is being done through County Funds, however underground sewer needs to be replaced at Cities expense. A rough estimate for this sewer portion is $75,000. There has been no design work connected with this project, so the estimate is just on a per front foot construction bid. This is a potential 2016 project
- Farmer Street was put on hold pending seeking out grant funding for the project. Sewer only portion of this project is $309,720 (from 2/2012)
- Ongoing repair of sewer laterals due to aging system.
- Replacement of Grinder Pump (Capital Expenditure) Lift Station - $30,000